



Intent to Pledge Form

NAME: _____ BRONCO ID: _____
First Middle Last

PHONE: _____ EMAIL: _____

CURRENT ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PERMANENT ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

DATE OF BIRTH: __ / ____ / _____ (MM/DD/YYYY)

BIRTH CITY: _____ BIRTH STATE or COUNTRY: _____

T-SHIRT SIZE: _____ YEAR OF GRADUATION: _____
(YYYY)

VEGETARIAN: ☐ YES ☐ NO OTHER: _____

SIGNATURE: _____ DATE: _____

FOR CHAPTER OFFICE USE ONLY	
Initiation Fee	
Payment Method:	<input type="checkbox"/> Check <input type="checkbox"/> Cash
Amount Paid:	
Date Paid:	
Officer Initials	

PRESIDENT: Leona Green
VICE PRESIDENT: Kiana Sarad
SECRETARY: Christian Ascencio

TREASURER: Reece Casimere
MARSHAL: Drake Moye
FACULTY ADVISOR: Dr. Sharbat



Chi Epsilon Fee Breakdown

We want you to know that we are working hard this year to make Chi Epsilon as fun and beneficial to you as possible. Your support and your participation is not only necessary, but is greatly appreciated. The following is a breakdown of how the initiation fee will be spent:

XE National Headquarters	\$82.00
Polo	\$18.00
Shirt	\$5 (Discounted)
National Support Fee	\$5.00
Initiation/Banquet	complimentary
Food (Meetings)	\$20.00
Total	\$130.00

This is a one-time non-refundable fee of \$130.00 and it covers a lifetime membership in Chi Epsilon National Civil Engineering Honor Society.

Payment of the fee is due on **October 9, 2018**. If for any reason the payment of the fee is an issue for you, please contact the president to see if special arrangements can be made.

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Academic Requirements

- ☐ Be currently enrolled in Cal Poly Pomona's Civil Engineering curriculum for a minimum of one year.
- ☐ Be in the top one-third (GPA-based) of ALL civil engineering students by the end of Fall Semester.
- ☐ Complete a minimum of 45 units by the end of Fall Semester, or *if you are a transfer student*, provide proof of completion of 18 units at Cal Poly Pomona by the end of Fall Semester.
- ☐ Earn an A grade in a CE 2000 or higher level class by the end of Fall Semester. (an *A-* grade will satisfy this requirement.)

Note: *If these requirements are not met, you will not be able to initiate. Graduate students' academic requirements may vary; consult with the chapter President for details.*

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Other Initiation Requirements

- ☐ Submit Intent to Pledge forms and pay the non-refundable, one-time fee of \$130.00 by **October 9, 2018**.
- ☐ Attend the first 12 Chi Epsilon **MANDATORY** meetings.
- ☐ Attend a minimum of 4 ASCE meetings.
- ☐ Attend a minimum of 4 CE club meetings for CalGeo, CWEA, EWB, ITE, SEACPP, SWE, WTS and/or CLSA (not including ASCE meetings).
- ☐ Attend a minimum of 4 social events*, a minimum of 1 hosted by Chi Epsilon and a minimum of 3 hosted any CE club, including but not limited to:
 - ASCE Pacific Southwest Regional Conference 2019 (counts as 3 events)
 - ASCE Mammoth Trip (counts as 2 events)
 - ASCE vs. XE Broomball
 - Karaoke Night
 - Bowling Night
 - Engineer's Week

*An initiate may earn double social event credit for organizing and attending a Chi Epsilon Social Event. The initiate must seek approval of the proposed event before planning and publicizing said event.

If interested, Initiates must decide on a day at least 30 days prior to the event. Up to 2 initiates may organize an event together, under the supervision of the Marshal, and these initiates will be selected on a first come, first served basis.

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Other Initiation Requirements (Continued)

- ☐ Attend one Tech Tour.
Tech Tour: A group organized visit to a civil engineering related job site or office; not limited to events sponsored by Cal Poly Pomona. (ASCE, YMF, etc.)
- ☐ Complete 10 hours of community service, which may include:
 - Steel Bridge
 - Concrete Canoe
 - iPoly High School Tutoring
 - Servicing a charitable foundation in your community
- ☐ Pass the Chi Epsilon Initiate Quiz with a minimum score of 80% on **December 4, 2018**. If you *do not* pass, you are given only one more chance to take the quiz and receive the minimum score on **January 22, 2019**.
- ☐ Participate in Chi Epsilon Transit Key Project by submitting your group's preliminary design by **November 20, 2018** and presenting your completed Transit Key on **January 22, 2019**.
- ☐ Submit resume as a PDF to cppchiepsilon@gmail.com by **January 22, 2019**.
- ☐ Participate in the 19th Annual Chi Epsilon Civil Engineering Job Fair on **February 22, 2019**.
- ☐ Submit Letter of Recommendation in a sealed envelope signed by the reference, by **April 9, 2019**.
- ☐ Complete all initiation requirements and submit all initiation forms by **April 9, 2019**.
- ☐ Attend the Initiation Ceremony and Banquet on **April 27, 2019 ON TIME! * * If you are late, you will not initiate and must wait until the following year's Initiation Ceremony.****

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Transit Key Project

Purpose:

The purpose of this group project is to incorporate the Chi Epsilon motto of Chi Delta Chi (*Conception, Design, and Construction*) into the production of Chi Epsilon's symbol. This will also facilitate the personal qualities that are fundamental requirements for membership, which include *practicality* and *sociability*.

Specifications:

This is to be a group project of 4-5 initiates.

A Project Manager must be designated and specified on the CAD design, technical paper and professional presentation.

The group will design and construct a key model that will include the following requirements:

- **Size:** 5" x 7" **minimum**
- **Materials:** wood, brass, any metal, or any material related to civil engineering
- The key must be recognizable as a survey transit, and Chi Epsilon letters XE are also to be included.

Deliverables and Final Product:

- Submit a 11"x17" **CAD design** of your group's transit key at the 6th meeting on **November 20, 2018**.
- The final product is due at the 7th meeting on **January 22, 2018** to be judged by the officers, members, and advisor. Each group will give a **professional presentation** utilizing effective visual aids including their **transit key**. Each group must also submit a 1-2 page **technical paper** explaining the relevance of civil engineering and Chi Epsilon ideals into the key design and construction.

This is a contest between groups. One key model will be chosen to represent Chi Epsilon, Cal Poly Pomona chapter the following year. The winners of the best key and best paper will be announced at the Initiation Banquet.

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Letter of Recommendation

Initiates must obtain a Letter of Recommendation stating why they should be able to join Chi Epsilon from one of the following:

- A fellow Cal Poly Pomona Chi Epsilon Initiate
- A member of Cal Poly Pomona's Chi Epsilon Chapter
- A Cal Poly Pomona faculty who is a member of any Chi Epsilon chapter

Letters of Recommendation shall be submitted in a sealed envelope signed by the reference, by **April 9, 2018**. The letter shall be no longer than one page, single sided. It shall also be signed, dated and clearly indicate who the recommendation is for and from. Please provide your reference with the prompt below.

Prompt: Why do you feel the initiate in question is eligible to join Cal Poly Pomona's Chi Epsilon Chapter? In what ways does the initiate demonstrate the four pillars of XE: Scholarship, Sociability, Practicality, and Character?

Resume

Initiates must submit a PDF copy of their current resume to cppchiepsilon@gmail.com by **January 22, 2019**. Use "XE Initiate Resume" as the subject of the email. Name your file with your first initial and last name (Example: LGreen_Resume.pdf). Resumes will be included on the resume CDs distributed to all companies attending the 19th Annual Chi Epsilon Civil Engineering Job Fair

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Initiation Requirements - Verification Sheet

Chi Epsilon Meetings:

Sep 25 th	Oct 9 th	Oct 23 rd	Nov 6 th
Nov 20 th	Dec 4 th	Jan 22 nd	Feb 5 th
Feb 19 th	March 5 th	March 19 th	Apr 9 th

Other Club Meetings:

ASCE	ASCE	ASCE	ASCE
/ /	/ /	/ /	/ /

/ /	/ /	/ /	/ /

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Chi Epsilon

The National Civil Engineering Honor Society

California State Polytechnic University Pomona

2018-2019



Social Events:

Club	Event	Date	Officer Name	Officer Signature
XE				

Tech Tour:

Club	Event	Date	Officer Name	Officer Signature

Community Service:

Hours	Organization	Contact			
		Name	Title	Phone	Signature

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Job Fair:

Resume Work-shop	PDW*	Job Fair
12/4/2018	2/15/2019	2/22/2019

*Not required, pre-requisite for Job Fair Breakfast

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Chi Epsilon Schedule 2018-2019

August

23 Fall Quarter Begins

September

11 1st Meeting [Introduction Meeting]

25 2nd Meeting

October

9 3rd Meeting [Intent to Pledge form and Fees Due]

23 4th Meeting [Preliminary Design Due]

November

6 5th Meeting

9-11 XE Pacific District Conference 2018 [University of California, Berkeley]

20 6th Meeting [Transit Key Design Due]

December

4 7th Meeting [Resume Workshop, Quiz #1]

January

22 8th Meeting [Transit Key Presentations, Resumes Due, Quiz #2]

February

5 9th Meeting

19 10th Meeting

22 XE Job Fair

March

5 11th Meeting [Officer Nominations]

19 12th Meeting [Officer Elections]

April

9 13th Meeting [Initiation Packet & Letter of Recommendation Due]

23 14th Meeting

27 XE Initiation and Banquet

May

7 15th Meeting [Last Meeting of the Academic Year/New Officers Take Over]

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2018-2019



Officer Contact Information

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