



Check here if this request is in addition to a form previously sent

**Instructions ( Please Print Clearly):**

- Completely fill out induction summary form
- To ensure timely delivery of induction materials,
- **PLASE SUBMIT 4-6 WEEKS BEFORE INDUCTION**
- Materials should be sent by a traceable method (i.e. UPS, Federal Express, etc.)
- Please alphabetize membership application forms
- Membership cards and certificates will not be mailed unless membership application forms are included
- Please retain copies for your records

**Please return the following items:**

- Membership Application Forms
- Induction Summary Form (Please retain a copy for your records)
- Jewelry and Honor Cord Form ( Retain a copy for your records)
- One check for international fees
- One check for jewelry and honor cord items
- **NO DELIVERIES TO PO BOXES**
- **ORDERS FOR JEWELRY AND HONOR CORDS WILL NOT BE PROCESSED WITHOUT A CHECK**

**CHAPTER INFORMATION**

Date of Induction \_\_\_\_\_ Anticipated Month of Next Induction \_\_\_\_\_

Chapter Name \_\_\_\_\_ Chapter Number \_\_\_\_\_

School Name(s) \_\_\_\_\_

Number of New Inductees \_\_\_\_\_ Number of Candidates Invited to Join \_\_\_\_\_

Number of Transfers in this Summary \_\_\_\_\_ Number of Dual Membership in this Summary \_\_\_\_\_

Total Number to be Inducted \_\_\_\_\_

**ITEMS ENCLOSED**

\_\_\_\_\_ Membership Applications forms X \$60.00 per inductee = \_\_\_\_\_

(Number of forms)

(Total amount enclosed, international fees only, U.S. funds only)

(DO NOT INCLUDE CHAPTER FEE)

**SHIPPING INFORMATION**

Orders are shipped regular UPS, which requires that a responsible person sign for receipt. **UPS CANNOT DELIVER TO A POST OFFICE BOX.** Please indicate name and address (including build room number) where all materials are to be sent.

Contact Name \_\_\_\_\_

School Name (if part of mailing address) \_\_\_\_\_

Address \_\_\_\_\_

Building \_\_\_\_\_ Rm # \_\_\_\_\_

City \_\_\_\_\_

State/Province \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_

Country \_\_\_\_\_

Contact Phone \_\_\_\_\_

This address is (please circle one) Home Office

**MAIL TO:**

Honor Society of Nursing  
 Sigma Theta Tau International  
 550 West North Street  
 Indianapolis, IN 46202 USA  
 U.S. and Canada toll free: 1.888.634.7575  
 Phone: + 1.317.634.8171  
**DO NOT FAX**

CHAPTER OFFICER: Please retain a copy for your records