

# Phi Sigma Kappa Fraternity

## 2018 - 2019 Fees and Assessments

In order to help each chapter and colony prepare its budget and assist them in the on-time payment of all fees and assessments charged by the Grand Chapter, this chart has been developed to outline the exact amount, penalty amount, calculation factor, and due date.

Fee or Assessment	Amount	Penalty Amount (if not paid by due date)	Calculation Factor	Due Date	Notes
<b>Associate Fee</b>	\$82.50	Finance Charge (18% APR)	Per Associate	At the time of Ritual of Association (prior to receiving badges before ritual)	They are to be reported and paid for prior to or at the Ritual of Association
<b>Initiate Fee</b>	\$301	Finance Charge (18% APR)	Per Initiate	Prior to initiation	They are to be paid for prior to the Ritual of Initiation
<b>Fall Census Fee</b>	\$52	Finance Charge (18% APR)	Per Collegiate Member	October 15	Grand Chapter dues
<b>Spring Census Fee</b>	\$52	Finance Charge (18% APR)	Per Collegiate Member	February 15	Grand Chapter dues
<b>Insurance</b>	Up to \$200/semester Billed each semester	\$500	Per Collegiate Member	October 1 and March 1	These fees are the Fraternity's insurance. All chapters will split their payments.
<b>Conclave Assessment</b>	\$60 Billed each semester	Finance Charge (18% APR)	Per Chapter or Colony	October 15 and February 15	This fee is different than the Conclave registration fee; it provides for program material
<b>Shonk LS /Convention Assessment</b>	\$150 Billed each semester	Finance Charge (18% APR)	Per Chapter or Colony	October 15 and February 15	This fee is different than the SLS registration fee; it provides for program materials
<b>Conclave Registration Fee</b>	\$600 total	Finance Charge (18% APR)	Per Chapter or Colony	December 1	One registration will be assessed per chapter or colony
<b>Shonk LS/ Convention Registration Fee</b>	\$425-\$600/man	N/A	Per Participant (Min. 3 Members)	June 1	All delegates will register online and pay as they register (Min. 3 members)

There are several items that should be remembered as the chapter or colony begins its financial planning process:

- A collegiate member is defined as: an undergraduate man enrolled at the college or university that serves as the host institution for the chapter or colony, including both associate and initiate members
- The Fraternity operates on a 30 day billing cycle; this means after 30 days, the fee or assessment billed to the chapter or colony is past due and will be charged a finance charge in addition to the penalty amount; this finance charge will be added to the account every month that the fee or assessment remains unpaid
- In order to receive brotherhood kits, initiate badges, certificates, or wallet cards; these fees along with the appropriate report must be submitted to the International Headquarters; a delay in payment will result in a delay in shipping the items to the chapter or colony; **Associate and initiates must be reported on the Phi Sigma Kappa Officer Portal. Late reporting will result in a \$25 per man fine.**
- The census fees are based upon the rosters updated by the chapter or colony prior to the start of each semester; errors in reporting collegiate member status will affect the census fee billing; Colonies do not pay census fees.
- All returned checks will be assessed a \$35.00 returned check fee
- The insurance/risk management fee is determined by the Fraternity's insurance provider, Holmes Murphy and is outlined in the Premium Allocation Guidelines available on the Fraternity's website at [http://www.phisigmakappa.org/risk\\_management\\_and\\_insurance\\_guidelines.html](http://www.phisigmakappa.org/risk_management_and_insurance_guidelines.html)
- Holmes Murphy will send an invoice directly to the chapter or colony and the payment is made directly back to Holmes Murphy; Colonies do not pay the insurance/risk management fee during their first year with the Fraternity