**[DESIGNATION] CHAPTER**

**ASSOCIATE MEMBER EDUCATION LESSON PLAN**

**[TERM YEAR]**

The chapter should utilize the Associate Member Education Activity Guides (available in the Resource Library on pikapp.org) to develop a written lesson plan for the Warden, Chaplain, and Associate Member Education Committee to utilize when executing the associate member education program.

**PRE-INITIATION & ORIENTATION**

**Meeting Logistics**

* **Date:**
* **Time:**
* **Location:**
* **Supplies Needed:**
* **Members in Attendance (including advisors and alumni):**

**Meeting Agenda**

*Insert the names of the specific activities being utilized from the Associate Member Education Activity Guide, as well as a list of any other activities or topics to be discussed with the associate members. For each activity not listed in the Activity Guide, describe how the activity will be executed.*

**Associate Member Assignments to Complete Before the Next Meeting**

**WEEK ONE: [CHAPTER/TOPIC]**

**Meeting Logistics**

* **Date:**
* **Time:**
* **Location:**
* **Supplies Needed:**
* **Members in Attendance (including advisors and alumni):**

**Meeting Agenda**

*Insert the names of the specific activities being utilized from the Associate Member Education Activity Guide, as well as a list of any other activities or topics to be discussed with the associate members. For each activity not listed in the Activity Guide, describe how the activity will be executed.*

**Subordinate Ritual**

* **Subordinate Ritual:**
* **Date:**
* **Time:**
* **Location:**
* **Members in Attendance (including advisors and alumni):**
* **Connection to the Topic of the Week:**

**Associate Member Assignments to Complete Before the Next Meeting**

**WEEK TWO: [CHAPTER/TOPIC]**

**Meeting Logistics**

* **Date:**
* **Time:**
* **Location:**
* **Supplies Needed:**
* **Members in Attendance (including advisors and alumni):**

**Meeting Agenda**

*Insert the names of the specific activities being utilized from the Associate Member Education Activity Guide, as well as a list of any other activities or topics to be discussed with the associate members. For each activity not listed in the Activity Guide, describe how the activity will be executed.*

**Subordinate Ritual**

* **Subordinate Ritual:**
* **Date:**
* **Time:**
* **Location:**
* **Members in Attendance (including advisors and alumni):**
* **Connection to the Topic of the Week:**

**Associate Member Assignments to Complete Before the Next Meeting**

**WEEK THREE: [CHAPTER/TOPIC]**

**Meeting Logistics**

* **Date:**
* **Time:**
* **Location:**
* **Supplies Needed:**
* **Members in Attendance (including advisors and alumni):**

**Meeting Agenda**

*Insert the names of the specific activities being utilized from the Associate Member Education Activity Guide, as well as a list of any other activities or topics to be discussed with the associate members. For each activity not listed in the Activity Guide, describe how the activity will be executed.*

**Subordinate Ritual**

* **Subordinate Ritual:**
* **Date:**
* **Time:**
* **Location:**
* **Members in Attendance (including advisors and alumni):**
* **Connection to the Topic of the Week:**

**Associate Member Assignments to Complete Before the Next Meeting**

**WEEK FOUR: [CHAPTER/TOPIC]**

**Meeting Logistics**

* **Date:**
* **Time:**
* **Location:**
* **Supplies Needed:**
* **Members in Attendance (including advisors and alumni):**

**Meeting Agenda**

*Insert the names of the specific activities being utilized from the Associate Member Education Activity Guide, as well as a list of any other activities or topics to be discussed with the associate members. For each activity not listed in the Activity Guide, describe how the activity will be executed.*

**Subordinate Ritual**

* **Subordinate Ritual:**
* **Date:**
* **Time:**
* **Location:**
* **Members in Attendance (including advisors and alumni):**
* **Connection to the Topic of the Week:**

**Associate Member Assignments to Complete Before the Next Meeting**

**WEEK FIVE: [CHAPTER/TOPIC]**

**Meeting Logistics**

* **Date:**
* **Time:**
* **Location:**
* **Supplies Needed:**
* **Members in Attendance (including advisors and alumni):**

**Meeting Agenda**

*Insert the names of the specific activities being utilized from the Associate Member Education Activity Guide, as well as a list of any other activities or topics to be discussed with the associate members. For each activity not listed in the Activity Guide, describe how the activity will be executed.*

**Subordinate Ritual**

* **Subordinate Ritual:**
* **Date:**
* **Time:**
* **Location:**
* **Members in Attendance (including advisors and alumni):**
* **Connection to the Topic of the Week:**

**Associate Member Assignments to Complete Before the Next Meeting**

**WEEK SIX: [CHAPTER/TOPIC]**

**Meeting Logistics**

* **Date:**
* **Time:**
* **Location:**
* **Supplies Needed:**
* **Members in Attendance (including advisors and alumni):**

**Meeting Agenda**

*Insert the names of the specific activities being utilized from the Associate Member Education Activity Guide, as well as a list of any other activities or topics to be discussed with the associate members. For each activity not listed in the Activity Guide, describe how the activity will be executed.*

**Subordinate Ritual**

* **Subordinate Ritual:**
* **Date:**
* **Time:**
* **Location:**
* **Members in Attendance (including advisors and alumni):**
* **Connection to the Topic of the Week:**

**Associate Member Assignments to Complete Before the Next Meeting**

**WEEK SEVEN: [CHAPTER/TOPIC]**

**Meeting Logistics**

* **Date:**
* **Time:**
* **Location:**
* **Supplies Needed:**
* **Members in Attendance (including advisors and alumni):**

**Meeting Agenda**

*Insert the names of the specific activities being utilized from the Associate Member Education Activity Guide, as well as a list of any other activities or topics to be discussed with the associate members. For each activity not listed in the Activity Guide, describe how the activity will be executed.*

**Subordinate Ritual**

* **Subordinate Ritual:**
* **Date:**
* **Time:**
* **Location:**
* **Members in Attendance (including advisors and alumni):**
* **Connection to the Topic of the Week:**

**Associate Member Assignments to Complete Before the Next Meeting**

**WEEK EIGHT: [CHAPTER/TOPIC]**

**Meeting Logistics**

* **Date:**
* **Time:**
* **Location:**
* **Supplies Needed:**
* **Members in Attendance (including advisors and alumni):**

**Meeting Agenda**

*Insert the names of the specific activities being utilized from the Associate Member Education Activity Guide, as well as a list of any other activities or topics to be discussed with the associate members. For each activity not listed in the Activity Guide, describe how the activity will be executed.*

**Subordinate Ritual**

* **Subordinate Ritual:**
* **Date:**
* **Time:**
* **Location:**
* **Members in Attendance (including advisors and alumni):**
* **Connection to the Topic of the Week:**

**Associate Member Assignments to Complete Before the Next Meeting**

**ASSOCIATE MEMBER RETREAT (if applicable)**

**Retreat Logistics**

* **Date(s):**
* **Time (start and end):**
* **Location (include contract for review if required by facility):**
* **Supplies Needed:**
* **Members in Attendance (including advisors and alumni):**
* **Transportation Arrangements/Who is Driving:**
* **Lodging Arrangements:**
* **Food Arrangements (including who task is assigned to):**

**Retreat Expectations**

*Explain how the Warden will enforce the alcohol-free policy for Associate Members, Initiated Members, and Alumni. Include how expectations will be communicated to respective members and how members will be held accountable if they do not meet expectations.*

*

**Retreat Agenda**

*Insert the names of the specific activities being utilized from the Associate Member Education Activity Guides, as well as a list of any other activities or topics to be discussed with the associate members. For each activity not listed in the Activity Guide, describe how the activity will be executed. A chronological breakdown of how time will be spent throughout the duration of the retreat should be included.*

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**FINAL EXAM & RITUAL OF INITIATION**

**Written Exam Logistics**

* **Date:**
* **Time:**
* **Location:**
* **Supplies Needed:**
* **Members in Attendance (including advisors and alumni):**

**Oral Exam Logistics (if applicable)**

* **Date:**
* **Time:**
* **Location:**
* **Supplies Needed:**
* **Members in Attendance (including advisors and alumni):**

**Ritual of Initiation**

* **Date:**
* **Time:**
* **Location:**
* **Members in Attendance (including advisors and alumni):**

**Ritual of Initiation Debrief**

* **Date:**
* **Time:**
* **Location:**
* **Members in Attendance (including advisors and alumni):**