# *HBCU, Inc. Chapter Onboarding Process*

- **Step 1: Submit Ambassador Application**
  Complete and submit the HBCU, Inc. Ambassador Application for review.
- **Step 2: Participate in an Interview**
  Meet with an HBCU, Inc. National Representative to discuss your interest, leadership experience, and vision for serving your campus and community.
- **Step 3: Receive Acceptance & Begin Onboarding**
  Upon acceptance, you will receive onboarding materials, chapter resources, and next steps to establish your local chapter.
- **Step 4: Create Your Official Chapter Email**
  Create an official chapter email account to manage communications with members, partners, and the National Office. Example:
  universityname@hbcuinc.org or universityname.hbcuinc@gmail.com
- **Step 5: Create Your Official Chapter Instagram**
  Establish an official Instagram page to promote chapter activities, recruit members, and highlight community impact.
- **Step 6: Build Your Leadership Team**
  Recruit a minimum of 4–5 committed student members and secure a faculty or staff advisor to support chapter operations and university recognition.
- **Step 7: Customize Your Chapter Constitution**
  Make a copy of the HBCU, Inc. National Constitution and edit it to include your:
  - University name
  - Chapter information
  - Executive Board
  - Faculty Advisor
  - Local operating procedures

  Submit the completed constitution to the National Office for approval.

- **Step 8: Register Your Chapter & Pay Membership Dues**
  Complete chapter registration and submit membership dues.
  https://www.zeffy.com/en-US/ticketing/become-a-chosen-one
  Benefit: Members who pay dues receive an official HBCU, Inc. polo shirt.

- **Step 9: Complete the HBCU, Inc. Certification Program**
  All chapter leaders and members are encouraged to complete the HBCU, Inc. online certification program covering:
    - Leadership Development
    - Community Organizing
    - Financial Literacy
    - Entrepreneurship
    - HBCU History
    - Civic Engagement
    - Sustainable Agriculture

- **Social Media: Promote Black-Owned Businesses**
  Support economic empowerment by regularly highlighting Black-owned businesses on campus and in the surrounding community through social media campaigns, events, and partnerships.

- **Campus Outreach: Distribute HBCU, Inc. Wristbands & Outreach Materials**
  Represent the organization by distributing wristbands and educational materials while engaging students and community members in HBCU, Inc.'s mission.

- **Community Service: Support Community Gardens & Local Agriculture**
  Volunteer at community gardens and agricultural initiatives to promote food security, sustainability, environmental stewardship, and healthy communities.

- **Community Service: Mentor Youth in Your Community**
  Partner with local elementary schools, STEM programs, or youth organizations to mentor students and encourage academic excellence, leadership, and civic engagement.

- **Special Events: Host Chapter Programs & Events**
  Plan and execute educational workshops, service projects, networking events, and community initiatives that align with the mission of HBCU, Inc.

- **Sustain The Chapter: Maintain Active Chapter Status**

  To remain in good standing, each chapter should:
    - Hold regular meetings
    - Complete community service projects
    - Recruit new members
    - Submit required reports

- Maintain communication with the National Office
- Uphold the values and mission of HBCU, Inc.

Together, we uplift, unify, and empower Black communities through leadership, service, education, and sustainable impact.

## Instagram Caption Suggestions

- The #HBCU Movement ❤️🖤💚
- Accept Your Own & Be Yourself 👑
- The Kingdom is Within 🏰
- Keep It Messiah 👑
- One God One Aim One Destiny ❤️🖤💚
- Our Unity Our Motion