Chi Epsilon Sigma - Alpha Chapter

CES is affiliated nationally with
The Extension and Research Support Staff Association ‘TERSSA’

Visit our web site http://ces.osu.edu

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September 8, 2016

TO: All OSU Extension Support Staff
FROM: Paige Matney, Membership Secretary
RE: 2016-2017 Chi Epsilon Sigma Membership & 2017 TERSSA Membership

The directors of Chi Epsilon Sigma wish to extend an invitation to all qualified Ohio Extension and Research staff to become a member of Alpha Chapter Chi Epsilon Sigma and also the national support staff association TERSSA.

Membership in CES is open to all OSU Extension support staff with at least a 45% appointment, and to all OSU Extension support staff emeriti. The mission of CES is to create a support network within OSU Extension that encourages professionalism among staff and helps to develop effective working relationships statewide. Some of the benefits of membership include: opportunity to network with peers statewide via quarterly newsletter, secret friend program, and annual meeting. In addition, there are opportunities for leadership and professional growth, awards, and scholarships.

Annual member dues for CES are $25, with free lifetime membership for emeriti. Membership in TERSSA is $10 per year for new, renewal, and retired staff members. OSU Extension Administration has affirmed that dues may be paid from county or department budgets with unit director approval. Further, six scholarships are available for members where budget constraints would otherwise prevent their participation.

Please join CES and TERSSA this year! Membership forms must be postmarked by October 15 in order to be eligible to apply for awards, vote on chapter business, or be a candidate for CES director/officer.

If you are interested in the “Secret Friend” program, please complete that form as well, and return it with your membership.

The CES Annual Meeting is held in conjunction with OSU Extension’s Annual Conference. The meeting is set for Tuesday, December 6 at the Ohio Union.

CES strongly supports participation in Annual Meeting and Annual Conference. We offer one $100 scholarship to help a CES member to attend. Application must be made by October 31 and contain a letter from the county director/supervisor explaining the need for financial assistance. Recipient is notified by November 4, and member’s office travel fund will be reimbursed by CES.
# Chi Epsilon Sigma - Alpha Chapter

An Affiliate of TERSSA – The Extension and Research Support Staff Association

## 2016-2017 Membership Application

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<td><strong>Name</strong></td>
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<td><strong>Work Address</strong></td>
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<td><strong>City, State, Zip</strong></td>
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<td><strong>Wedding Anniversary</strong></td>
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- I wish to participate in the Secret Friend activities this year and have enclosed my information sheet.

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<th>Title</th>
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<td><strong>Extension Anniversary Date</strong> MM/DD/YYYY <em><strong>/</strong></em>/____</td>
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**$25 Annual CES Dues – please check one:**

- Renewal
- New Member
- Emeriti – dues waived for lifetime membership

### Scholarships

Six scholarships are available to waive annual dues and one scholarship is available to defray costs to the CES annual meeting. Qualifications are based on office budgetary constraints. Notification will be made by October 31.

- Please check if you would like information sent to you.

The Extension Education and Research Support Staff Association 'TERSSA' is the national affiliate of CES. The membership runs from January 1 – December 31 (payable by May 31). As a convenience to CES members, this can be processed for you by checking the appropriate box below.

If you have any questions please refer to the TERSSA web site at http://terssa2008.wix.com/terssa

**$10 Annual TERSSA Dues – if desired, please check one:**

- New Member TERSSA
- Renewal TERSSA
- Retiree TERSSA

- OSU Extension Org #__________ Fund # ________ Account # 64401 User Def ________

  Org Authorizer: Name (please print) __________________________________________ Email address (name.#) __________________

  Authorized Signature __________________________________________

- Check payable to Chi Epsilon Sigma Ck # ________ (endorse back of check “For Deposit Only”)

**Return this form (and check if applicable) to:**

Paige Matney, Membership Secretary
OSU Extension, Lawrence County
111 South 4th Street
Ironton, OH 45638
Fax – (740) 533-4416

**For Membership Secretary Use Only**

Date form received:

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**Dues must be postmarked by October 15th in order to be eligible to apply for awards, vote on chapter business or be a candidate for an office on the CES board.**