

Directions for Completing an Application for Delta Kappa Membership

1. To fill out an application to join Delta Kappa, go to the website at: <http://www.deltakappamft.org/Home>
2. Click on **Join** from amongst the menus options just below the Twitter feed.
3. Once directed to the **Join** page select **Application for Delta Kappa Membership** from the options on the left-hand side of the page. You can also simply hover over the “Join” from the top menu options and click into the Application from the pop-up box.
4. Complete the form by entering the requested information about yourself. Notice the boxes that require information will turn from red to green once completed.

Pay special attention to the following boxes:

University

Notice when you select your University, the Chapter Amount and Total Payment Amount are auto-populated. The induction date should automatically populate as well.

Name as it should be listed on member certificate:

Please enter your name EXACTLY as you want it to appear on your certificate. If you wish to have your middle initial, for example, please include it (i.e. Sam A. Spitzer). As well, if you wish to have any degrees or licenses after your name, please include those (i.e. Sam Spitzer, Ph.D., LMFT). The certificate will be printed exactly as it appears in this box, and there is a reprint fee if you need any changes after printing.

Mobile Phone Number

It requires data entered in a specific pattern and will not turn green unless entered correctly (i.e. XXX-XXX-XXXX).

State and/or Professional Designations

Select one item from the drop-down box. Enter the details of your selection in the box to the right and click Add Designation to List. (For example: Graduation Year: 1998, Honor: Student Service Award, AAMFT Clinical Fellow, etc.) Repeat this process until you have added all that you want to add. There is no limit to the number of items you may include.

5. Once you have completed the form and submitted payment information, click on the Submit Membership Application button.
6. After submitting your application, you will receive a brief email indicating that your application has been submitted and is awaiting approval.

Please note that all of your application information will be viewable by your designated chapter advisor. That person will verify your membership eligibility and approve your application through the website. Only your confirmation of payment is viewable; not your method of payment or credit card number of information. Your card will not be charged until your application has been approved by the chapter advisor. If your application is not approved, your card will not be charged.