



Beta Alpha Psi | Epsilon Psi Chapter
International Honors Organization
Accounting | Finance | ITM |
California State University East Bay

Dear BAP Candidate,

You must use your school email address to fill out the packet using Adobe Sign to complete the BAP Candidate packet. Also, please feel out the packet in one sitting, or leave the page open to finish it later, exiting out of the tab will delete your progress.

Let us get started! By going onto our website, <https://www.csuebbap.club/> to fill out the candidate packet using Adobe Sign! This will allow you to fill out the pre-designated items, sign, and get a copy sent to yourself afterwards! This will help with the efficiency of processing new candidate packets!

On our webpage, click “Become a member” to be automatically redirected to the Candidate Packet (URL In case that button decides to malfunction:

https://csueastbay.na2.documents.adobe.com/public/esignWidget?wid=CBFCIBAA3AAABLb1qZhC RE1jpcqYjbwq0rWKz0qnaJxo5WMKcWfBpwaPkmOpNmdoPjcxZvxpnhBbIf1Xk6Sw*)

Please read over the actions to be taken on each page!!!

Page 1: Title Page

- No action needed

Page 2: Contact Information • No action needed

Page 3: BAP Membership Information Due

- Read and take note of the important dates
- Read and take note of the email addresses the forms need to be sent to

Page 4: Requirements for Candidates

- Read and understand the requirements that will be expected of you to meet during the semester
- These requirements are for the current semester (they are not the total requirements for your candidacy).

Page 5: Class Announcement Tips

*No action needed, keep note of these tips for completing class announcements

- Read and understand



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Page 6: Tutoring Availability Form, please let us know how the number of hours per week you would like to tutor.

- Fill out your Name, Net ID, Phone, and Email Fields
- **If you choose to do tutoring for your community service requirement, please understand that this is a semester-long commitment.**
 - Example, you cannot tutor for 4 hours a week for 3 weeks and then stop simply because you reached your requirement.
- Enter the courses you can tutor for in the days/times you are available

Page 7: Individual Release Form

- Read and understand
- Fill out the following fields:
 - Name
 - School—CSU East Bay
 - Chapter Name – Epsilon Psi
 - Signature
 - Date

Page 8: KPMG Gold Challenge – Individual Release Form

- Read and understand
- Fill out the following fields:
 - Name
 - School—CSU East Bay
 - Chapter Name – Epsilon Psi
 - Signature
 - Date

Page 9: Candidate Agreement

- Read and understand
- Fill out the following fields:
 - Name
 - Email
 - Signature
 - Date

Page 10: Bylaws Agreement Statement

- Read and understand
- Fill out the following fields:
 - Date
 - Name (both in the agreement and at the bottom)
 - Signature



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Page 11: Academic Eligibility Worksheet

- Read and fill out completely
- Sign and Date
- A PDF and your unofficial transcript <https://www.csueastbay.edu/mycsueb/>
- Send to pei-hui.hsu@csueastbay.edu, BAP advisor for review.

Please “Sign” and a copy of the packet will be sent to your school email address and in addition payment for BAP candidate dues link is listed on page 5. Your candidacy will be reviewed, and a confirmation welcome email will be sent to you.

We look forward to your participation and leadership with BAP CSU East Bay! If there are any questions, please feel free to contact the President of CSUEB, president.csuebbap@gmail.com with any further questions!

Best regards,

Taren Rodriguez-Colby

President

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[Epsilon Psi Chapter Website](#)