Chapter Number_____ Area _____

2026 – 2027 YEARBOOK GUIDELINES

*Click on the line for each section and then add information

Chapter _____

Chapter Yearbook Committee Chair _____

Address _____City _____ Zip _____

Telephone _____Email _____

Upon receipt of your yearbook, the committee will send an email for your records.

DEADLINES: Early Bird Award **emailed** or **postmarked** by November 1
On time **emailed** or **postmarked** by December 1

Completed copy of 2026-27 Yearbook Guidelines enclosed with chapter yearbook

Essential information that is to be included in the Chapter Yearbook:

*Please complete the Yearbook Guide by providing **page numbers** to each of the items listed below.
*Please arrange yearbook sections in **Guideline order**: I, II, III, IV, V, VI.

I. *Cover or Title Page Information*

_____ Legal name of the Society: The Delta Kappa Gamma Society International

_____ Chapter name, Chapter Number and Area (in upper right-hand corner)

_____ Chapter Location/Area

_____ Year(s) for which book is to be used

II. *International Information*

_____ Purposes and Mission Statement (**Please note, purposes #2, #5 and #6 have been updated along with the mission statement**.)

_____ Current International officers and regional directors should be referenced online at:
Administrative Board_public (dkg.org) Please check the link to verify it is the Admin. Do not add names – Just list the website.

International Headquarters Information

_____ Mailing: 12710 Research Blvd., Ste. 230, Austin, TX 78759

_____ Telephone: 512-478-5748 Website: www.dkg.org

_____ Society email: https://www.dkg.org/DKGSI/DKG_Contact_Us.aspx (please use this link.}

_____ International Conventions, Regional Conferences and State Conventions dates and locations OR reference to online address to locate them

Chapter Number_____ Area _____

III. *State Information*

_____ Current state officers by referencing online: dkgtexas.org

_____ Your chapter's current Area Coordinator (addresses, phone number, email)

_____ Coordinating Council Information if applicable for your chapter (chairman, address, phone number, email)

***Texas State Headquarters Information*:**

_____ Mailing: P.O. Box 797787, Dallas, TX 75379-7787

_____ Location: 6220 Campbell Road, Suite 204, Dallas, TX 75248

_____ Telephone: 972-930-9945 Website: www.dkgtexas.org

_____ Theme and logo of Current State President

IV. *ASTEF Information*:

_____ Current ASTEF officers and directors by referencing online: **www.ASTEF.org**

_____ What is ASTEF? Information page or reference to website address to locate it. The update, 2026 information page is found on the ASTEF website or use this link: https://www.astef.org/uploads/1/4/1/7/14175948/astef_yearbook_information_2026.pdf

V. *Chapter Information*

_____ Chapter Officers with addresses, phone numbers and emails (use area codes and zip codes)

_____ Committees with chairmen and members

_____ Past chapter presidents and their biennia

_____ Charter members of the chapter and current status (active, transferred, or deceased)

_____ Member's addresses, phone numbers, email addresses

(**place directory in the back of the Yearbook**)

VI. **Program/Meeting Information** (may be presented in table format for one-page glance)

_____ Date, time, location of meetings

_____ Project Information

_____ Chapter program titles and brief descriptions: use an asterisk (*) in the yearbook to denote at least four (4) programs using one or more of the Society's Seven Purpose(s).

_____ Observance of Society's Founders' Day

_____ Observance of Chapter Birthday Celebration

_____ "The Delta Kappa Gamma Song"

All other information should be after the DKG song.

Possible Total Score: 30

Chapter Number_____ Area _____

DEADLINE

Early Bird: November 1 (must be emailed by Nov. 1)

December 1 (must be emailed by Dec. 1)

***Additional Information*:**

Please note the changes to purposes; 2, 5 and 6 along with mission statement. Chapters are encouraged to present yearbooks to their chapter members in electronic format. You may submit your yearbook in a **PDF File** for evaluation to the Yearbook Chair at: DKGYearbook@gmail.com.

When emailing the yearbook and guidelines, please use your Chapter name in the file.
Example for yearbook: Omega Omega Yearbook 2026-27.pdf
Example for guidelines: Omega Omega Yearbook Guidelines 2026-27.pdf

Time stamp deadlines still apply for awards.

Send a hard copy to:

Texas State Headquarters c/o Executive Secretary
P.O. Box 797787
Dallas, TX 75379-7787

**Please remove State and International information in order to make the yearbook less bulky for Archives storage.

Send an electronic copy to: (in PDF file)

1. Yearbook Chair: dkgyearbook@gmail.com
2. Your Area Coordinator
3. Coordinating Council Chairman (if applicable)

Angie Smith
Yearbook Chair

Revised 8/23/26