

## Spring Term PMC-MSA Check Off List

Letter of Intent				Memorized MC parts			
Read and Understand all Requirements for program				LOI received within approved time limit			
Approved by Chapter Advisor				Approved by Chapter Chairman			
Plan to exemplify both degrees at least once?							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
Planned at least one Social?							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
Planned at least one Civic activity?							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
Planned at least one Masonic Service?							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
Planned at least one Athletic Event?							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
Planned at least one Fund-raising activity?							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
Planned Patriot's Day? (A day convenient to the chapter during the month of February)							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
Planned Devotional Day? (Sunday nearest March 18)							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
Planned an Educational Day? (this is done on any day convenient to the chapter)							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
Planned Parents Day (between May 1 and June 21)							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
Planned a My Government Day? (during month of July)							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
All Form 10s submitted within 10 days following initiation?					Yes		No
All Chapter Reports reach the Service and Leadership Center before delinquent date?					Yes		No
Initiated his pro-rata share of Membership Goal. Currently six (6)					Yes		No
Term summary report submitted within 10 days at end of term					Yes		No

## Fall Term PMC-MSA Check Off List

Letter of Intent				Memorized MC parts			
Read and Understand all Requirements for program				LOI received within approved time limit			
Approved by Chapter Advisor				Approved by Chapter Chairman			
Plan to exemplify both degrees at least once?							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
Planned at least one Social?							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
Planned at least one Civic activity?							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
Planned at least one Masonic Service?							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
Planned at least one Athletic Event?							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
Planned at least one Fund-raising activity?							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
Planned Frank S. Land Memorial Day? (any day near November 8)							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
Planned Day of Comfort? (Held between Thanksgiving and Christmas)							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
Planned an Educational Day? (this is done on any day convenient to the chapter)							
Planned	Yes	When	No	Correct letter Sent	Included on final Letter	Yes	No
All Form 10s submitted within 10 days following initiation?					Yes	No	
All Chapter Reports reach the Service and Leadership Center before delinquent date?					Yes	No	
Initiated his pro-rata share of Membership Goal. Currently six (6)					Yes	No	
Term summary report submitted within 10 days at end of term					Yes	No	