



*date*

*Insert Address Here*

Mitchell A. Thornton, Ph.D., P.E.  
UPE Kappa Chapter Advisor  
CSE Department  
School of Engineering  
Southern Methodist University

Dear *Student Name*:

Congratulations! You have fulfilled the requirements that qualify you for membership in the Upsilon Pi Epsilon (UPE) Honor Society in the Kappa Chapter at Southern Methodist University. The mission of UPE is to recognize academic excellence at both the undergraduate and graduate levels in the Computing and Information Disciplines and is the honor society for CSE departments such as ours here at SMU. You can find out more information about UPE by reading the webpage at:

<http://www.acm.org/upe/>

Your initiation into the society will occur on *date* from 7:00 to 9:00 PM in the ?? Rooms in the ?? building on-campus. **Please indicate your willingness to join by returning the enclosed response in the provided envelope with your initiation dues of ??.** The initiation fees include ?? for the local SMU Kappa chapter and ?? for the national chapter. These dues must be received by ?? in order for your certificate to be ready for the ceremony. If you choose to pay your dues later than this date, your certificate will be mailed to you but you must pay before the initiation ceremony occurs.

By joining the UPE honor society, you will receive a certificate suitable for framing and you will be eligible to wear a special honor cord or stole with your regalia at the graduation ceremony. Membership in UPE is also an appropriate fact to include on your resume and will emphasize your high academic achievement.

Please note that UPE national by-laws allow you to be invited to join only once upon your reaching eligibility, if you decide not to join at this time, you will not be invited again. Also, because of the national UPE guidelines, you **MUST ATTEND** the initiation ceremony on-campus or your membership fees will be reimbursed to you and you will not be inducted into the society. We realize this attendance requirement may be a hardship for off-campus and distance students, but this is beyond our control.

When you arrive for the initiation ceremony, all initiates are asked wait outside the meeting room until a UPE officer comes to escort you inside. Guests may enter the initiation room and be seated upon arrival. After the initiation, refreshments will be provided and members will have an opportunity to mingle.

It is my hope that you will take advantage of this opportunity and I look forward to seeing you at the initiation ceremony and your installation as a Member of the Kappa Chapter of Upsilon Pi Epsilon at Southern Methodist University.

Sincerely,

Mitchell A. Thornton, Ph.D., P.E.  
UPE Kappa Chapter Advisor  
Southern Methodist University

INITIATE NAME (as will appear on your certificate):

---

PREFERRED MAILING ADDRESS: \_\_\_\_\_

---

EMAIL CONTACT: \_\_\_\_\_

I will be bringing \_\_\_\_\_ guests to the initiation ceremony.

\_\_\_\_\_ I do wish to join the Kappa Chapter of Upsilon Pi Epsilon at SMU and my payment of ?? is enclosed. Please make checks payable to: ***UPE SMU Kappa Chapter***.

\_\_\_\_\_ I decline the invitation to join the Kappa Chapter of Upsilon Pi Epsilon at SMU.