Delta Sigma Theta Sorority, Inc
Marietta-Roswell Alumnae Chapter
presents

An Evening of Elegance

2016 Debutante Cotillion
Handbook
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Congratulations on taking the first step to become a Debutante!

The 2016 Debutante Cotillion is sponsored by the Marietta-Roswell Alumnae Chapter of Delta Sigma Theta Sorority, Inc. We are elated that you have shown interest in our biennial Debutante Cotillion, “An Evening of Elegance”. This event has become a premier event for selected young ladies from the metropolitan Atlanta area. Today we welcome you to the Information Session for the 2016 Debutante ball.

The handbook herein will provide you with an overview of the participation requirements and activities. Additional information will be provided over the course of the Debutante activities to keep you fully engaged and well informed. We reserve the right to amend all information as needed.

Our 13th Biennial Debutante Ball will be held on Saturday, November 19, 2016, at the beautiful Atlanta Marriott Marquis Hotel. The Cotillion committee has already begun working diligently to provide the 2016 Debutantes with cultural and educational experiences that will create lifelong memories on this path to finer womanhood.

It is our hope that this initial step will only be the beginning of your journey to create an experience of a lifetime. We look forward to working with you in the coming months.

Again, WELCOME!

Very truly yours,

Bonnie Jones  Lucinda Mills  Lotatia Stewart
Chairperson  Co-Chairperson  Co-Chairperson

2016 Debutante Cotillion
Delta Sigma Theta Sorority, Inc. is a nonprofit, public service sorority founded in 1913 on the campus of Howard University. Currently the sorority has over 900 chapters and a membership of over 200,000 predominately African-American college-educated women. The sorority focuses on a five-point program:

- Educational Development
- Economic Development
- Physical and Mental Health
- Political Awareness and Involvement
- International Awareness and Involvement

The Marietta-Roswell Alumnae Chapter of Delta Sigma Theta Sorority, Inc., chartered with 21 members in February 1986, currently has over 400 members. The chapter services Cobb, Cherokee and North Fulton counties via numerous annual programs, projects and initiatives to include the following:

- **Teen Forum** – Enrichment and educational seminars for middle and high school students.
- **Cotillion** – Biennial event where young ladies from the metropolitan Atlanta area participate in cultural, social, and service activities while competing for scholarships.
- **Community Christmas Celebration** – The chapter partners with 20-25 organizations and community groups to help deserving families, children and the elderly during the holiday season.
- **Dr. Betty Shabazz Delta Academy** – A program that provides an opportunity to enrich and enhance the education of young girls, ages 11 – 14, with emphasis on math, science, and technology.
- **Delta GEMS** – A nine-month program designed to enhance personal, cultural, and social growth of young ladies, ages 15 – 18.
- **Arts and Letters** – Promotes the arts through programs that promote cultural awareness, arts education and programs that present positive images in all forms of entertainment and media.
- **Physical and Mental Health Programs** – Participation in events such as Relay for Life and the Atlanta Aids Walk to raise money for related causes. Partners with community organizations to fight Childhood Obesity and increase awareness of a healthy lifestyle.
- **Scholarships** – Scholarships are awarded to high school students who plan to attend college and have exhibited excellence in academia, service and extra-curricular activities. The chapter has given over $200,000 in scholarship awards.
Delta Sigma Theta Sorority, Inc.
Marietta-Roswell Alumnae Chapter

2015-2017 Officers

President                      Wilma Z. Davis
1st Vice President            Laurie Reid
2nd Vice President            Tonya N. Byrd
Recording Secretary           Kelli Humphrey
Assistant Recording Secretary Nashira Betton
Corresponding Secretary       Camille Sanders-Patterson
Treasurer                     Frances Breakfield
Financial Secretary           Demeeka Mhoon
Assistant Financial Secretary Yvette Lindesay
Chaplain                      Jennifer Allen
Parliamentarians              Lynn McBride
                                Yvette Terry
Sergeant-at-Arms              Jacinta Gray
Past President                Patsy Pattman

2016 Debutante Cotillion
ELIGIBILITY REQUIREMENTS

Applications will be reviewed by the Cotillion Committee of the Marietta-Roswell Alumnae Chapter and participants will be notified of their selection as a 2016 Debutante. In order to be eligible to participate in the 2016 Cotillion, Debutantes must meet all of the following requirements:

☐ African-American Female.
☐ Demonstrate excellence in academics, exemplary moral standards and active engagement in their local community.
☐ Will be High School Juniors or Seniors by September 2016.
☐ Reside in the metropolitan Atlanta area.
☐ Hold a minimum cumulative GPA of 2.5 on a 4.0 scale.
☐ Plans to attend a post-secondary institution/school. Scholarship funds will only be made payable to a post-secondary institution/school.

**Funds will not be awarded until proof of registration is provided.**

☐ Wear required conservative formal attire at the ball. Specific Requirements will be provided to participants at a later date.
☐ Submit Junior Escort information, registration form and Code of Conduct by April 22, 2016.
☐ Ensure that Senior and Junior Escorts wear required conservative formal attire at the ball. Specific requirements will be provided to participants at a later date.
☐ Attend at least 75% of the related functions and activities held between January 2016 and November 2016. Additional information will be provided to participants at a later date.
Submit the following on Saturday, December 12, 2015:

- Debutante Registration Form.
- An official high school transcript.
- A type written letter of interest in participating as a Debutante – Three (3) copies.
- A summation of public service activities with brief descriptions of roles and responsibilities. (OPTIONAL – Required for consideration for public service award)
- Three (3) letters of recommendation - Preferred sources: Church, Community Organization, Teacher or Counselor.
- A type written essay responding to the question –

  **Identify a problem that you think is prevalent in the African-American community. Please discuss how you think this problem should be solved and include the resources and attention you feel are necessary to solve the problem.**

  Please limit your discussion to no more than two pages and provide three (3) copies.

- Signed copies of the Cotillion Participation Agreement, Fundraising Agreement, Agreement of Scholarship Funds Disbursement, Release of Liability Form, Code of Conduct, Health Information Form and Community Service Verification Form.
- Non-refundable entry fee of $1,000. The entry fee may be paid in two installments:
  - $500 due Saturday, December 12, 2015
  - $500 due Sunday, January 10, 2016 (If this payment is not timely made, the application packet will be deemed incomplete and applicant will not be allowed to continue).

**Entry fee will cover costs for:**

<table>
<thead>
<tr>
<th>Two tickets to the ball (Debutante and Jr. Escort)</th>
<th>Professional make-up artist for portrait, pictures and ball</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two tickets to the Mother –Daughter Luncheon (Debutante and Mother)</td>
<td>University Campus Visit – transportation and luncheon included</td>
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<tr>
<td>Father-Daughter Event (Debutante and Sr. Escort)</td>
<td>Waltz Rehearsals with professional choreographer</td>
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<tr>
<td>Etiquette Workshop and Luncheon (Debutante and Jr. Escort)</td>
<td>College Planning Workshop with Lunch – Debutantes and Jr. Escorts</td>
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<tr>
<td>Memory gift for each activity</td>
<td>Debutante’s Day Party (Event and Meal)</td>
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<tr>
<td>Other monthly activities</td>
<td></td>
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</tbody>
</table>

*2016 Debutante Cotillion*
# TENTATIVE SCHEDULE OF ACTIVITIES AND EVENTS

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 8, 2015</td>
<td><strong>Information Session</strong></td>
<td>Location: Georgian Terrace (Downtown Atlanta)</td>
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<tr>
<td>3:00pm - 5:00pm</td>
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<tr>
<td>December 12, 2015</td>
<td><strong>Application Packet Due</strong></td>
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<td></td>
<td></td>
<td>- Non-refundable entry Fee</td>
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<td></td>
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<td>$1,000 or $500 (two installments)</td>
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<td></td>
<td></td>
<td>- Essay - 3 copies</td>
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<td></td>
<td>- Letter of Interest - 3 copies</td>
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<tr>
<td></td>
<td></td>
<td>- Official Transcript</td>
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<tr>
<td></td>
<td></td>
<td>- Letters of Recommendation – 3 copies</td>
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<tr>
<td></td>
<td></td>
<td>- Summation of public service activities, if applicable</td>
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<tr>
<td></td>
<td></td>
<td>- Debutante Registration Form</td>
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<tr>
<td></td>
<td></td>
<td>- Signed Cotillion Participation Agreement, Fundraising Agreement</td>
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<tr>
<td></td>
<td></td>
<td>Agreement, Agreement of Scholarship Funds Disbursement, Release of</td>
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<tr>
<td></td>
<td></td>
<td>Liability Form, Code of Conduct, Health Information Form, Community</td>
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<td></td>
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<td>Service Verification Form</td>
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<tr>
<td></td>
<td><strong>Non-refundable deposit and documents listed above must be delivered on</strong></td>
<td><strong>December 12, 2015 between the timeframe indicated.</strong></td>
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<tr>
<td>January 10, 2016</td>
<td><strong>Welcome Reception</strong></td>
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<td>3:00pm - 6:00pm</td>
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<td>Balance of $500 non-refundable entry fee due</td>
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<tr>
<td>Sunday, January 23, 2016</td>
<td><strong>Debutante Day Party and Service Project #1</strong></td>
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<tr>
<td>Saturday, February 27, 2016</td>
<td><strong>Image Building Workshop</strong></td>
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<td>Ad book Workshop #1</td>
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<tr>
<td>Saturday, March 05, 2016</td>
<td><strong>Vending Opportunity #1 and Introduction to the chapter</strong></td>
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<tr>
<td>Saturday, March 19, 2016</td>
<td><strong>Teen Forum</strong></td>
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<tr>
<td>Friday, April 22, 2016</td>
<td><strong>Jr. Escort Documents Code Due</strong></td>
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<tr>
<td>Saturday, April 23, 2016</td>
<td><strong>Father- Daughter Activity</strong></td>
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<td>Saturday, May 07, 2016</td>
<td><strong>Vending opportunity # 2</strong></td>
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<tr>
<td>Saturday, May 21, 2016</td>
<td><strong>College Skills Workshop and Ad Book Workshop #2</strong></td>
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<tr>
<td>Saturday, June 25, 2016</td>
<td><strong>Etiquette Workshop</strong></td>
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<td>Sunday, July 10, 2016</td>
<td><strong>Mother-Daughter Luncheon</strong></td>
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<td>July TBD</td>
<td><strong>Debutante Portraits</strong></td>
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<tr>
<td>July/Aug Date TBD</td>
<td><strong>Debutante Service Project #2</strong></td>
<td></td>
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<tr>
<td>September TBD</td>
<td><strong>College Tour</strong></td>
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<tr>
<td>Saturday, September 10, 2016</td>
<td><strong>Final Vending Opportunity</strong></td>
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<td>Sunday, September 18, 2016</td>
<td><strong>Final Ad Book Deadline</strong></td>
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<tr>
<td>Sunday, October 09, 16, 23, 30</td>
<td><strong>Weekly Waltz Rehearsals</strong></td>
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<tr>
<td>November 06, 13, 2016</td>
<td><strong>Weekly Waltz Rehearsals</strong></td>
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<tr>
<td>Saturday, November 19, 2016</td>
<td><strong>2016 Debutante Ball - Atlanta Marriott Marquis</strong></td>
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FINANCIAL INFORMATION

Criteria for winning

- All Debutantes must raise a minimum of $2,000 in advertisements and/or donations as part of the financial requirements for the 2016 Debutante Cotillion. This money must be turned in by the final ad collection date, September 18, 2016. The $2,000 minimum does not include ticket sales to the ball nor the $1,000 required entry fee. Participants who do not meet the $2,000 minimum by the final ad collection date will not participate in the 2016 Debutante Cotillion on November 19, 2016. There will be no exceptions.

- Scholarship Winners will be determined by the highest amount of money raised including the minimum $2,000 in advertisements and donations.

- There will be three (3) winners: First, Second, and Third, receiving 50%, 30% and 20% respectively, of their amounts raised.

- All Debutantes who raise a minimum of $2,000 in advertisements and donations will receive a 10% cash award.

- The Debutante holding the highest academic grade point average will receive special recognition and a Scholarship Award.

- The Debutante who has the most achievement in public service will receive special recognition and a Scholarship Award.

- If any of the Debutantes placing First, Second, or Third are juniors, the scholarships awarded will be retained by the Marietta-Roswell Alumnae Chapter until completion of high school. Upon receipt of proof of registration at a post-secondary school or institution, the scholarship funds will be sent directly to the school. Interest will not apply.

- The Debutante must attend a post-secondary school or institution within one year of high school graduation. If she does not attend a post-secondary school or institution within twelve months following graduation, all rights to these funds shall be relinquished. All relinquished funds will go into the Marietta-Roswell Alumnae Chapter’s Scholarship Fund.

- All scholarship disbursements will be made payable to and mailed directly to the academic institution of the recipient’s choice.

- All awards not requested in accordance with the terms above will remain as part of the Marietta-Roswell Alumnae Chapter’s Scholarship Fund.
Collection of Funds

Receipts will be issued for all ad payments and donations received. Debutantes should maintain copies of all receipts. A final review of ads will be held with a representative from the Cotillion and Finance Committees for the Debutantes and parents to verify final amounts prior to the ball.

Ad Payments

Designated times and locations will be provided to collect ad payments and contributions. These dates will allow you to avoid holding checks and large sums of money. The Ad Book Workshop will provide more specific guidance regarding ad payments including the collection process, required documentation, and collection dates and times.

Ads are not tax deductible by law. Therefore, all ad checks must be made payable to Marietta–Roswell Alumnae Chapter of Delta Sigma Theta Sorority, Inc. Ad checks written to the Minerva Foundation or any other foundation will not be accepted. There will be no exceptions.

All required ad forms should be filled out completely and accurately. The Debutante's name must appear on the memo line of all checks to ensure proper processing and credit.

Debutantes are responsible for ALL fees associated with any checks they submit that are returned. The amount of the check and associated fees will be deducted from the Debutante’s total, if the issue is not resolved within one week.

Ball Tickets

The ticket price will be determined and provided at the Welcome Reception. This price will include entry to the ball and dinner. Each table in the ballroom seats ten individuals. Tickets will be available in the summer of 2016. Debutantes are encouraged to sell a complete table.

NOTE: Two tickets to the ball, designated for the Debutante and Junior Escort, are included in the entry fee. All other family members, including parents and guests, will need to purchase tickets.
COTILLION ATTIRE GUIDELINES

Debutantes

**Dress**
- Formal, floor length, pure white
- Long or short sleeve
- No revealing neckline
- No cleavage
- No straight dresses
- No dresses with splits
- No strapless dresses
- No spaghetti straps
- No trains of any kind
- No low-cut backs
- No extravagant accessories (e.g. feathers, rope, fringes, sheering)
- All dresses **must** be reviewed by the committee by October 17, 2016

**Accessories**
- Pearl earrings no larger than the size of a penny.
- Single strand, 16" or 18" in length, white ONLY pearl necklace with pearls 6.5mm – 7.0mm in size.
- White gloves of the appropriate length
- No watches
- No bracelets
- No rings
- Small decorative combs and hair pins are acceptable. Larger hair accessories (e.g. flowers, bows, tiaras) are not allowed.

**Shoes**
- Basic white pump with a heel between 1½ - 3 inches ONLY
- No flats of any kind
- No shoe clips or other accessories
- Plain white sheer pantyhose

**Nail Polish**
- Clear, pearl frost, French or American manicures

**Make-Up**
- A professional make-up artist will be provided on site the night of the ball.
DRESS EXAMPLES – APPROPRIATE

2016 Debutante Cotillion
DRESS EXAMPLES – INAPPROPRIATE
Attire Guidelines

Senior and Junior Escorts

The Committee will select and coordinate the tuxedo rental at a discounted rate. Specifics will be provided for your convenience at a later date.

Mothers

Formalwear of any color except white is acceptable.

General Attire – Debutantes and Junior Escorts

Debutantes and Junior Escorts are expected to wear business casual attire to all events/activities unless otherwise specified. Some activities may be more relaxed and jeans are acceptable, this information will be shared prior to each event. Simple guidelines for appropriate dress and personal appearance are:

- Bare midriff and see-through apparel are not to be worn. Cleavage must be covered.
- Dresses, skirts or shorts may be no shorter than fingertip length from the knee.
- Junior Escorts: All pants and slacks must be worn at the waist with no visible undergarments.
- Clothing that is suggestive, has a double meaning or innuendo, or suggests inappropriate ideas is unacceptable.