

Basic Proficiency Test 2023 - 2024

Name: _____ Chapter No. _____

Part 1 ORAL EXAMINATION AND EXEMPLIFICATION

The following may be given individually:

- ____ 1. Give Initiation Ceremony - verbal exchange between the Worthy Patron & Conductress. Secret Work (17)
- ____ 2. Give the Sign and Pass for each Star Point: Secret Work (3-16)
- ____ Adah ____ Ruth ____ Esther ____ Martha ____ Electa
- ____ 3. Demonstrate each of the following signs and explain when it is used.
- ____ a. Reverent Attitude Ritual (p. 16)
- ____ b. Attitude of Prayer Ritual (p. 16)
- ____ c. Grand Honors Ritual (p. 17)
- ____ d. Grip of the Order Secret Work (19)
- ____ e. Salutation Sign Secret Work (18)
- ____ f. Response from the Worthy Matron to the Salutation Sign Secret Work (18)
- ____ g. Demonstrate the raps at the door Ritual (p. 16)
- ____ h. Demonstrate and explain the raps of the gavel Ritual (p. 16)

Name of the Examiner: _____ Chapter No: _____

All requests for Certificates of Proficiency must be submitted to the Office of the Grand Secretary by **May 1st**.

When the test is complete, the Chairman of the Proficiency Committee in each Chapter shall mail the test to one of the following:

Pat Morris, PGM
1829 W Maryland Ave
Phoenix, AZ 85015

Moria Carlton, PGM
805 W. Atlantic Ave
Kingman, AZ 86401

Priscilla Clay-Hoskins, PM
11821 N Rio Vista DR.
Sun City, AZ 85351-3642

Judy Shockey, PM
8701 S Kolb Rd #7-234
Tucson, AZ 85756

Mary Palmer, PM
27068 E Linda LN
Florence, AZ 85132-9539

Any questions, please contact:
Pat Morris, PGM, Chair
602-864-9037 (h) 602-402-5430 (c)

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PART 2

BASIC WRITTEN EXAMINATION

The "Basic Proficiency" is designed to help the new member or a member new to Arizona to become knowledgeable in the basic requirements for membership and to allow the member to become familiar with the rules and regulations of the Order in Arizona. This is to be taken individually. It is considered an "open book test." Please write your answers in the space provided below each question.

1. What is the Name and Number of your local Chapter and what is the day and time of its meetings?
2. What is the amount of your Chapter's annual dues and when are they due?
3. Why are we not permitted to copy from the Ritual and Secret Work? Ritual (p.165)
4. In the Initiation Ceremony, we learn our Order is dedicated to three principles. What are they? Ritual (p. 53-54)
5. What is the minimum age required for membership in the Order? Ritual (p. 161)
6. What is the length of residency in the State of Arizona to become a member by initiation? Blue Book (S-17, section1, pg. 17-S)
7. What is the length of residency required for affiliation, dual and/or plural membership? Blue Book (S-17, Sections 3 & 4)
8. What prerequisite of a religious nature is required of a petitioner? Blue Book (S-17, pg. 17-S)
9. What must every member show to the Sentinel at the register before signing and to the Conductress/Associate Conductress before entering the Chapter Room? Blue Book (6-M)
10. When is it legal to vouch for another member? Blue Book (32-S, Section 3-Vouching)
11. Until what age are children allowed in the Chapter Room? Blue Book (36-S)

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12. How do members enter or leave the Chapter Room during a meeting? Secret Work

13. How many members constitute a quorum and what offices must be filled? Blue Book (5-M)

14. When the Flag is being presented:
 - a. When do the members salute the Flag? Blue Book (13 & 14-M)

 - b. How do the members salute the Flag? Blue Book (14-M)

15. When balloting, the Salutation Sign is given to what or to whom? Ritual (p.13)
Blue Book (25-M)

16. When is it permissible for a member or an officer to pass between the Altar and the East?
Blue Book (1-M)

17. What is the protocol concerning hats and gloves in the Chapter Room? Blue Book (2-M)

18. How many Landmarks are there and on which pages are they found in the Ritual?

19. What is the qualification required to vote at Grand Chapter? Blue Book (3-G)

Signature of Applicant: _____ **Date Taken:** _____

Chapter Proficiency Chairman: _____