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**HOW DO I CONVERT MY SCA (ECS, HMR, ETC.) POINTS TO ADRIA?**

**The member will:**

1. Get the back-up information and confirmations from the original organization (SCA, ECS, HMR, etc.) to establish your claim. This should be from officers and former officers from that group.
2. Prepare a recap page that will go along with your request. Include what points you are asking for, and the dates those points were earned (if at all possible).
3. Request, in writing, from the Imperial Crown that you wish to have points converted. Include the confirmations from the other group, and your recap.

**The Imperial Crown will:**

4. Review the request and determine what points can be credited, and if the member is eligible for any knighthoods based on the conversion.
5. If further clarification or documentation is needed, contact the local Crown and the member with instructions about what is needed.
6. When sufficient information is submitted and a final determination of points is reached, send the info to the member, the local Crown, the local Rolls Minister.

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**WHEN DO THE POINTS TAKE EFFECT?**

When the Imperial Crown concurs.

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**CAN I GET ALL MY POINTS CONVERTED?**

It depends on the other organization. Several groups "count" points very much the way Adria does, so the conversion is very easy. Other groups don't track the same things Adria does, so the conversion is more difficult. Sometimes, all Adria can do is give credit for participations (monthly, and wars). The milestones (wins, demo initiations, etc.) may have to be earned in the Adrian system. Each group is different - that's why it's important to get the backup information together first.

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**WHAT IF I GO TO TWO EVENTS IN ONE MONTH, ONE WITH ANOTHER GROUP, ONE IN ADRIA?**

The Adrian bylaws are in effect, even if you are converting points from another group. With only the rare exceptions noted in the bylaws, you may only earn one participation per month for the purposes of advancing toward knighthood.

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**SAMPLE REQUEST TO THE IMPERIAL CROWN:**

I, Joe Blow, am requesting credit for being the Minister of XXX for the year of 1999 (January through December) in the SCA. This corresponds to 12 monthly ministry points in Adria. Enclosed is copy of my warrant of office, and an affidavit from my superior in that office. I am also requesting participation points for 2 wars in which I helped in ministry positions. I have enclosed statements from ministers and autocrats to correspond to these wars:

- 3 days at the sign-in tables for the Localsville, CA crown war in June 1999.
- 8-hour shift in the first aid booth for the Someplace, AZ war in Sept. 1999.

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**REFERENCE FROM THE BYLAWS:**

**BYLAWS ARTICLE IX.C. AWARDS, ORDERS, RANKS AND TITLES. RANKS.**

The Imperial Crown may formally recognize participation at official events, demonstrations, and wars of other organizations, and such shall be recognized exactly as participation at Adrian events, demonstrations, and wars insofar as such participation is analogous to participation in Adrian events. It shall be the policy of the Adrian Empire, Inc., to facilitate the participation of members of other organizations at Adrian events, including, but not limited to, verification of attendance and participation at Adrian events of non-Adrians should such be requested. The Imperial Crown shall have the authority and discretion to develop systems of conversion such that members who have participated in activities analogous to activities in the Adrian Empire, even prior to membership in the Adrian Empire, may gain credit toward their ranks based on said participation. In developing such systems, the Imperial Crowns shall be equitable and just, taking into consideration such factors as whether the member should be obligated to pay dues for the period for which that member may claim credit.