HOW DO I COUNT MY POINTS   FAQ 4

What are points good for?
In the Adrian Empire, advancement is based on what you do. Points are awarded for participation, wins, ect. That's why we track your points.

Who keeps track of my points?
The Minister of Rolls and Lists for the Chapter where you have participated will be responsible for entering them. The local Rolls Minister will complete the data entry of your points into the Imperial Data base. If you moved, or visit another Chapter, the Rolls Minster for that Chapter will enter your points. All points entered are reviewed by the Imperial Rolls Minister to ensure accuracy and timely reporting.

Your points are recorded from the Sign-in Forms!
Those sign-in forms are how the Rolls Minister knows what you have done and she records the points for that month off those forms. It is important you always sign-in whether you do anything or not. If you do not sign in you do not get your points for that event.

Should I keep track of my points?
YES! You are responsible for keeping track of everything you do. Tracking your own points is extremely helpful if, when you request an audit for your knighthood and records don't match the Rolls Ministers records. You and your Minister will know where to look for the discrepancy.

What are the steps to Knighthood?
The Steps to Knighthood (STK) is a form that can easily assist a member in tracking their points. There is a form designated for each discipline/knighthood and level. This form should be updated each time you attend an event. You will find this form in the Library section on the Adrian Web Site,
HTTP://www.adrianempire.org.

Do I keep track of everything?
Yes, you should track everything you. With very few exceptions, you may only count one point per month towards your advancement, but you should still keep a record of what you did, and where you went. There are certain events or offices that require active participation. For instance an Imperial estates holder must attend a certain number of events every year in order to vote at Imperial Estates Meetings. Even if you did nothing but attended the event, it still counts towards your activity.

What is an audit?
It is a review of your points. You turn your STK into the Rolls Minister and it will be checked against your Rolls records from the Membership Page on the Adrian Web Site. Please be aware that your points and the website don't always match, so you may have to work with the Rolls Minister to correct the records. That is why it is so important to keep good records.

When should I ask for an Audit?
Ask for an audit well before you think you are ready to advance. You should have a good idea when you are close if you check the Membership data base to see how you are doing. Your Rolls minister has 30 days to respond to your request for an audit. Remember it must be a written request and must include the STK form. An audit must be done at each level before you can be Knighted for that level.

What if I am missing points?
Sometimes the Rolls records will not have everything you think it should. The first step is to look at your STK. If there is an event listed there, but not on the database, the rolls Minister can pull the paperwork for that

event. (Did you remember to sign in? If you didn't sign in, you weren't at the event!) Please also be aware that sometimes the paperwork isn't available. There are other ways of verifying your points, so please get with your Rolls Minister who can help you get the points you need straightened out.

What if we still can't agree on what points I should have?
You may request an Imperial Civil Court. This must be done in writing to your local Crown, the Imperial Crown and the Imperial Chancellor. This is not a judicial court to find guilt or innocence. It's a type of court that is used for clarification, etc.

What is a Domesday Book?
In the early days of Adria, The Domesday Book was printed once a year, by the local Rolls Minister and sent to the Imperial Rolls Minister. It was a listing of everything they had recorded for all the events and all the members. It was utilized to check Rolls records against your STK. This is no longer in use as we now use the Imperial Database.