

## Colorado State University Membership Intake/Recruitment Intent Form

The Greek Life Office must be notified prior to any organization beginning a membership intake/recruitment process. The purpose of notification is to make the office aware of membership activities and to ensure the adherence to the Colorado State University and National Headquarters policies. **This form must be submitted to the IFC/MGC/NPHC/PHC Advisor by the second Friday of a new semester.** If the chapter does not intend to have membership intake for a semester, this form must be completed and turned in by **the second week of the semester.**

The membership intake/recruitment process will not last any longer than what the National Headquarters for each organization has approved. If an organization is not able to comply with these steps (due to requirements from its national body), minor alterations are acceptable. Changes must be submitted in writing from the chapter advisor. **All membership activities, including initiation and presentation activities, must be completed two weeks prior to the end of classes.**

The National Headquarters will be notified if all required information is not completed.

Organization: \_\_\_\_\_

Date of Informational (MGC/NPHC): \_\_\_\_\_

(The place where interested students would submit forms/packets of interest)

Date(s) and Location(s) of other MIP/NM events: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Membership Completion Date: \_\_\_\_\_

Date and Location for Presentation of New Members (if applicable): \_\_\_\_\_

\_\_\_\_\_

President's Signature: \_\_\_\_\_

Membership Officer Signature: \_\_\_\_\_

Chapter Advisor Signature: \_\_\_\_\_

**OR**

The \_\_\_\_\_ chapter of \_\_\_\_\_ does not intend to have membership intake/recruitment \_\_\_\_\_ semester. We understand that should that decision change, we must notify the Greek Life Office in writing, with approval from the chapter advisor.

**We understand that if we engage in pre-pledging activities, not a part of the National process, it will be reported to the Office of Conflict Resolution and Mediation and/or the University Police and the National Headquarters.**