



MEMBERSHIP INTAKE PACKET

If you have any questions about the forms in this packet, please email Rifeta Badic-Grady at rifeta.badic@untdallas.edu

INTRODUCTION

The basis for which organizations are able to sustain their existence and foster a supportive network of individuals is membership. The forms found in this packet must be completed and returned by the appropriate deadlines.

In the event that Intake activities begin without the knowledge and approval of the Coordinator of Fraternity and Sorority Life and/or the chapter has not adhered to the Intake Guidelines, intake activities will cease immediately, and the chapter may be referred for disciplinary action

DATES & DEADLINES

Fall Semester

First Day of Classes for Fall Semester: Fall intake window opens.

Last Friday of September: Fall intake window closes. All new member forms due.

- Anti-Hazing Commitment Form
- Grade Release Form
- New Member Grade Verification
- Any additional national or regional paperwork that needs to be signed by the Office of Fraternity and Sorority Life is also due prior to the intake window closing.

December 1: New Member Notifications Due for fall semesters.

Spring Semester

First Day of Classes for Spring Semester: Spring intake window opens.

Last Friday of February: Spring intake window closes. All new member forms due.

- Anti-Hazing Commitment Form
- Grade Release Form
- New Member Grade Verification
- Any additional national or regional paperwork that needs to be signed by the Office of Fraternity and Sorority Life is also due prior to the intake window closing.

May 1: New Member Notifications Due for spring semesters.

ANTI-HAZING COMMITMENT FORM

As members of the UNT Dallas community, we are committed to providing a safe, healthy, and educational environment for students joining a fraternity or sorority at UNT Dallas.

We certify all tasks and activities required of our new members (pledges, associate members, candidates, aspirants etc.) by our chapter or inter- or national fraternity shall comply with the [University of North Texas at Dallas Hazing Policy](#), and with local, state, and federal laws.

- It is understood that we shall inform our chapter's active and new members of the contents of University of North Texas at Dallas Hazing Policy before any recruitment or intake activities begin.
- It is understood that a student group or organization may not condone or encourage hazing. No officer, authorized representative, affiliates from other institutions, or any combination of members, potential new members, or alumni of the organization may engage in or assist in hazing. Both an organization and an organization's members may be found responsible and disciplined for an incident of hazing.
- It is understood that an individual against whom hazing is directed may not consent to a hazing activity and any such consent is not a defense to hazing and will not mitigate a sanction assigned to an organization found responsible for engaging in this conduct.
- It is understood that participation in, or knowledge of, hazing and taking no action to stop it is in effect giving our approval to haze. We understand that if we have knowledge of hazing activities, we should report the incident(s) to the Office of Fraternity and Sorority Life, the Dean of Students, the UNT Dallas Police Department, or an Appropriate University Official. A report may be made in person, in writing, including by email, or anonymously via the compliance hotline.
- It is understood that allegations of hazing will be investigated and may result in formal university charges being assigned to the organization and/or the individual(s) committing the act(s) of hazing. Any finding that hazing did occur will result in disciplinary action in accordance with the Student Code of Conduct, to include expulsion or withdrawal of recognition as a student organization, as well as criminal and civil action.

Our signatures below certify that we have read, understand this document, and agree to abide by the University of North Texas at Dallas Hazing Policy.

_____	_____	
<i>Fraternity/Sorority Name</i>	<i>Chapter</i>	
_____	_____	_____
<i>New Member Educator (print name)</i>	<i>New Member Educator (signature)</i>	<i>Date</i>
_____	_____	_____
<i>Chapter President (print name)</i>	<i>Chapter President (signature)</i>	<i>Date</i>
_____	_____	_____
<i>Chapter Advisor (print name)</i>	<i>Chapter Advisor (signature)</i>	<i>Date</i>

This form must be submitted each semester a chapter plans to have a new member class. Please return to the Office of Student Affairs, FH 200 by the time the intake window closes for the semester.

OFFICE USE ONLY

Date Received: __/__/__

GRADE RELEASE FORM

Chapters must maintain grade release forms for all members of their chapter, active, inactive, and potential/associate members. If you need more space, use an additional form. Any potential new member must have a 2.5 GPA or higher to join any chapter at UNT Dallas.

<i>Fraternity/Sorority</i>	<i>Semester (i.e. Spring/Fall)</i>	<i>Year</i>
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Each signature below indicate that each individual releases their grades to the Greek Life Coordinator to verify the GPA of each potential new member. This allows for the Greek Life Coordinator to share chapter GPAs with the chapter at the end of the semester to the chapter president, alumnae and campus advisors, and academic chair. This list will remain active until the fraternity or sorority, member, or new member notifies the Office of Student Affairs about a change in membership.

<i>Full Name (Last, First M.)</i>	<i>ID Number</i>	<i>Signature</i>
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<i>Full Name (Last, First M.)</i>	<i>ID Number</i>	<i>Signature</i>
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<i>Full Name (Last, First M.)</i>	<i>ID Number</i>	<i>Signature</i>
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OFFICE USE ONLY

Date Received: __/__/__

NEW MEMBER GPA VERIFICATION

All chapters conducting Intake/New Member Education must submit a New Member Verification Form. Using this form list the individuals that your chapter has selected to participate in this semester’s new member education process.

Due last Friday of September for fall and last Friday of February for spring semesters.

_____ *Fraternity/Sorority Name* _____ *Chapter* _____ *Date*

	<i>Last Name, First Name, Middle Initial</i>	<i>Student ID No.</i>	<i>Email Address</i>	<i>GPA Verification (OFFICE USE ONLY)</i>
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This form must be submitted each semester a chapter plans to have a new member class. Please return to the Office of Student Affairs, FH 200 by the time the intake window closes for the semester.

OFFICE USE ONLY

Date Received: __/__/__

NEW MEMBER NOTIFICATION

All chapters who conducted Intake/New Member Education and had new members complete their new member education must submit a New Member Notification to the Office of Fraternity & Sorority Life at UNT Dallas by the deadlines listed below. Using this form, list all members who have completed the requirements of your new member education process.

Due December 1st for fall and May 1st for spring semesters.

<i>Fraternity/Sorority Name</i>	<i>Chapter</i>	<i>Date</i>	
<i>Last Name, First Name</i>	<i>Student ID No.</i>	<i>UNTD Email Address</i>	
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