

Recruitment & Membership Intake Intent Form – Packet I

Fraternity and Sorority Life
University of Central Florida

The office of Fraternity and Sorority Life (FSL) staff must be notified prior to any chapter beginning their membership intake or recruitment processes of new members. The purpose of this form is to notify FSL of any chapter membership intake or recruitment activities and to promote compliance with all inter/national organization rules and guidelines. Any changes to the information below must be updated immediately with your council advisor. **The information provided in this form will be utilized for internal FSL staff use only.**

Please return completed forms via Webcourse

Important due dates:

This form is due during the fall and spring academic terms in Packet I (unless noted otherwise by FSL staff)

Organization Name: _____

Chapter Designation: _____

Please check the box below that best represents your chapters plans:

- The chapter is not conducting a membership intake or recruitment process this semester. Should this decision change, the chapter understands that FSL must be notified via email and this form must be resubmitted for approval. The chapter understands that any unsanctioned “pre-pledging” or underground activities are not permitted and may be reported to Student Conduct and Academic Integrity and the organization’s inter/national headquarters.
- The chapter intends to conduct a membership intake or recruitment process this semester **[please see next page]**

Complete this section if you intend to conduct a membership intake or recruitment process this semester – PACKET I

Date(s) of interest meeting(s)/informational(s)/recruitment event(s):

Please provide the following key dates:

Dates:	
Candidate or Membership Selection (if applicable)	
New Member/Membership Intake Education Start	
Initiation*	
New Member Presentation (if applicable)	

*Per UCF FSL policy, new member education/membership intake may be no longer than seven (7) weeks.

By signing below, I certify that our chapter is compliant with our inter/national requirements, has submitted all necessary paperwork, and is in good standing with the national organization to proceed with this semester’s new member process. In addition, the above information is accurate and correct to the best of my knowledge.

Chapter President Name	Chapter President Signature	Date
Membership Intake Chair or New Member Educator Name	Membership Intake Chair or New Member Educator Signature	Date
Chapter Advisor Name	Chapter Advisor Signature	Date