# MEMBERSHIP INTAKE POLICY

## **Step One: Statement of Intent**

- Due October 2nd and February 5th
- LATE FORMS WILL NOT BE ACCEPTED
- A letter from your graduate chapter, regional office, or national office will be required for this form
- Complete this form under Forms on the Greek Life InvoNet Page

## **Step Two: New Member Education Plan**

- Due 15 days prior to the start of the Member Education period
- · Submissions must have detailed information about each activity
- Must include ALL dates and locations for the process
- All events must occur on-campus
- · Complete this form under Forms on the Greek Life InvoNet Page

## **Step Three: Statement of Approval**

- Due 15 days prior to the start of the Member Education period
- Write consent/approval from your National Office
- · Must include the official start and end dates
- Attach to the Statement of Intent form or emailed to alex.zernechel@utoledo.edu

#### Step Four: Greek Yearly Agreements

- Due 15 days prior to the start of the Member Education period
- All active AND inactive chapter members, graduate advisors, and other individuals involved in the process must complete the form
- Complete this form under Forms on the Greek Life InvoNet Page

#### **Step Five: Grade and Conduct Release**

- Due 15 days prior to the start of the Member Education period
- Interested individuals must complete this form under Forms on the Greek Life InvoNet Page
- There are NO GPA exceptions, even if given from national office

### **Step Six: Membership Agreement**

- Due 3 business days prior to the start of the Member Education period
- All new members must sign with a member of the Greek Life Staff in OSIL