**SPRING 2024**

 **Membership Recruitment and Intake Paperwork**

Please complete and submit the following section into your SOE Folder indicating the details and information for your chapter's new member presentation/reveal and submit the finalized candidates who will be moving forward with membership education and intake for your chapter by **Friday, March 22, 2024 at 5pm.**

**Part 2.**

**New Member Presentation Outline & Finalized New Member Roster**

**New Member Presentation**

**1. Submitter's Name and Chapter Position:**

**2. Please list the date of your new member presentation/reveal:**

**3. Please list the start time for your new member presentation/reveal:**

**4. Please list the location and any other important details for the new member presentation/reveal.**

**Also indicate whether this will be in person or via virtual platform:**

**5. Please list who will be the point of contact for the new members:**

**6. Please list who will be the point of contact for the advertised location:**

**Finalized New Member Roster**

\*Please complete the following section indicating the finalized candidates who will be moving forward with membership education and intake for your chapter.

**7. Please upload finalized new member roster into your SOE folder.**

Completed

**8. Please upload your New Members to the SFL roster.**

Completed

Acknowledgement/Agreement

*To finalize this form, please complete this section to confirm information.*

**9. Submitter's Name and Chapter Position:**

**10. By clicking to submit this form, you acknowledge and agree that all information is accurate and correct and should any changes occur, your respective Sorority and Fraternity Life chapter liaison will be notified. In addition, you agree that your primary chapter advisor has acknowledged and approved the submission of this information. Finally, you agree that all active chapter members and involved participants are aware of the membership recruitment and intake guidelines set in partnership with your governing council and Sorority and Fraternity Life.**

I agree, ready to submit