

National Pan-Hellenic Council

Request to Begin Membership Intake

Part I

(Organization and Chapter)

Chapter Information:

President **Name** _____ **Phone #** _____

Signature _____

Director of Intake **Name** _____ **Phone #** _____

Signature _____

Advisor **Name** _____ **Phone #** _____

Signature _____

Organization Information:

Regional Director **Name** _____ **Phone #** _____

National Organization Director of membership Intake

Name _____ **Phone #** _____

Anticipated date of first (1st) meeting and/or induction _____

Anticipated date of initiation _____

For Office Use Only:

_____ Anti-Hazing meeting scheduled with the Office of Greek Affairs

 Date: _____ Time: _____ Location: _____

_____ New member roster with social security numbers

 Date of Approval _____ Dean: _____

_____ Submission of Interest / Rush Flier

National Pan-Hellenic Council
Request to Begin Membership Intake
Part II
(To be completed by Director of Intake)

It is the responsibility of the Director of Intake to submit the required paperwork necessary for membership intake to the Office of Greek Affairs. The following items need to be submitted to the Office of Greek Affairs no later than one (1) week prior to the first (1st) meeting and/or induction of new members:

- 1. Schedule an Anti-Hazing meeting for new members with the Office of Greek Affairs:**

Date_____ **Time**_____ **Location**_____

- 2. Submit a typed roster of names and social security numbers of new members.**

Failure to submit the necessary paperwork may result in the postponement and/or suspension of your chapter's current membership intake process.

The Office of Greek Affairs