



Sacred Heart
UNIVERSITY

Fraternity & Sorority Life Policies and Procedures

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Fraternity & Sorority Life at Sacred Heart University

Fraternity & Sorority Life at Sacred Heart University is committed to providing the students in Fraternity & Sorority Life the tools, experiences and guidance to assist members to evolve into active and contributing citizens in the University, local and national communities.

Within this community of leaders, Fraternity & Sorority Life aims to instill the four pillars that are most integral in fraternity and sorority student development. Those pillars are:

1. Leadership
2. Scholarship
3. Service
4. Brotherhood/Sisterhood

These four pillars are the premises on which fraternities and sororities were founded and it is the goal of Fraternity & Sorority Life at Sacred Heart University to ensure those pillars are flourishing in every one of our chapters.

Sacred Heart University Fraternities & Sororities

There are sixteen chapters recognized on Sacred Heart University's campus. There are a total of six fraternities, which make up the Inter-Fraternity Council (IFC) and ten sororities, which make up the College Panhellenic Council (CPC).

Fraternities:

- Beta Theta Pi
- Delta Tau Delta
- Kappa Sigma
- Pi Kappa Phi
- Sigma Alpha Epsilon
- Sigma Chi

Sororities:

- Alpha Delta Pi
- Alpha Kappa Alpha Sorority, Inc.
- Chi Omega
- Delta Delta Delta
- Delta Zeta
- Kappa Alpha Theta
- Kappa Delta
- Omega Phi Beta Sorority, Inc.
- Phi Sigma Sigma
- Zeta Tau Alpha

Recognition Policy for Fraternities and Sororities

This policy constitutes the University procedure for the conferral or withdrawal of recognition of fraternities and sororities. It applies to all social fraternities and sororities recognized under Student Life and Fraternity & Sorority Life. This Recognition Policy may be amended, rescinded or superseded at any time by action of the Board of Trustees. Benefits and privileges extended to recognized fraternities and sororities under this, or any other University policy, are subject to

the availability of University resources for the purposes specified and do not constitute entitlements.

Recognition

Recognition is the formal process by which Sacred Heart University (“University” or “SHU”) determines whether a social fraternity or sorority may avail itself of certain privileges within the gift of the University. It applies to all social fraternities and sororities recognized under Student Life and Fraternity & Sorority Life. Once recognized, a fraternity or sorority may enroll only full-time, undergraduate members from the student body, in accordance with Trustee legislation. A chapter may identify its charter with Sacred Heart University and be eligible for the benefits described herein and the privileges accorded to other recognized student organizations.

Recognition serves only the limited purposes described herein and is not intended in any way to alter the legal relationship between Sacred Heart University and the fraternity or sorority. Each fraternity or sorority is, and remains, an independent legal entity responsible for its own actions and for meeting its own legal duties and obligations. It is understood that Sacred Heart University does not, by this action, assume any legal responsibility for the supervision or control of fraternity or sorority activities, but reserves the right to withdraw the privileges conferred by this Policy and to take such other actions as may be lawful and appropriate. Recognition pursuant to this policy does not constitute an endorsement by Sacred Heart University of a particular fraternal organization or its activities.

Eligibility for Recognition

Fraternal organizations eligible for recognition under this policy shall have the following characteristics:

1. Chapters shall be legal entities separate from Sacred Heart University.
2. They shall be entitled to be subjectively selective in their membership within the limits of the University's non-discrimination policy.
3. Single sex fraternal organizations shall be entitled to single sex membership consistent with regulations promulgated pursuant to Title IX of the U.S. Education Act Amendments of 1972 and such other laws or regulations as may apply.

Conferral of Recognition

Recognition may be conferred, modified or withdrawn by the designated University administrator consistent with the provisions of this policy.

Levels of Recognition

A fraternity or sorority initially may be granted either Full Recognition or Provisional Recognition.

1. Full Recognition

Full Recognition signifies that the fraternity or sorority is eligible for the Benefits of Full Recognition, as described below.

2. Provisional Recognition

Provisional Recognition constitutes a conditional recognition for a specified period, not longer than one calendar year, during which the chapter will be eligible for the Benefits of Full Recognition under this policy. Provisional Recognition may be granted at the President's or his designee's discretion during the period of initial implementation of this Policy, establishment of a new sorority or fraternity chapter or the re-establishment of a formerly active Sacred Heart University chapter, provided that the group signs a statement of intent to comply with the Criteria for Full Recognition at the end of the provisional period. Provisional Recognition expires at the end of the specified period, unless renewed or extended by the President or his designee.

Community Standards, in partnership with Fraternity & Sorority Life, may recommend a change in an organization's standing within the scope of its recognition. Below are general guidelines for changes in an organization's recognition standing. Community Standards, in partnership with Fraternity & Sorority Life, reserves the right to amend or supersede these general

guidelines at any time. In those cases where a recommendation to the Dean of Students is made so that a chapter loses its official recognition, the decision to rescind recognition requires administrative review and approval by the Dean of Students or their designee and may be altered, deferred, or suspended. The national headquarters will be notified as soon as possible of any violations that are under review in a cooperative effort between the institution and the national organizations hosted at Sacred Heart University.

Warning Status

Warning Status describes a situation in which certain educational sanctions or conditions are levied against the chapter. Warning Status can be recommended or levied by any of the following entities: the IFC Judicial Board (for IFC chapters only), the Panhellenic Peer Accountability Board (for Panhellenic chapters only), the Assistant Director for Fraternity & Sorority Life, the Director for Fraternity & Sorority Life, the Director of Community Standards, or the Dean of Students. A chapter may be placed on Warning Status with or without a disciplinary process. Violations of university policy or issues regarding behavior would warrant a disciplinary process. If a chapter fails to meet certain minimum recognition requirements there would be no disciplinary process and automatic Warning Status designated. If a chapter is placed on Warning Status three times within a five-year period, the fourth offense may result in a minimum sanction of Probationary Recognition.

Probationary Recognition

Probationary Recognition describes the University's withdrawal of certain University services/benefits and/or its applying certain sanctions against the chapter as determined by Student Conduct & Community Standards or Fraternity & Sorority Life. Probationary Recognition signifies that the chapter has failed to abide by University standards, codes or guidelines, by state, local, or federal laws and statutes, and/or has failed to comply with the procedures and criteria outlined in this recognition policy. Official notification of Probationary Recognition will be shared in writing with the chapter, alumni or area advisor and national organization. To be restored to full recognition, the chapter must fulfill certain expectations as detailed by Student Conduct & Community Standards or Fraternity & Sorority Life or the appropriate designee. If a chapter is placed on Probationary Status three times within a five-year period, the fourth offense may result in Suspension or Loss of Recognition.

Suspension/Loss of Recognition (time specific)

Should a chapter fail to meet the recognition criteria or the expectations set forth by the appropriate designee for its period of probationary or provisional recognition; or when there

has been a history of multiple disciplinary actions, behavior problems, and/or non compliance with policies; or for any other significant reason that has been deemed to be seriously detrimental: to the safety and well-being of Sacred Heart students, the mission and goals of the University and its relationship to the community, and/or the integrity of SHU's fraternity and sorority system, recognition of the organization can be rescinded with a recommendation made to the Dean of Students. Official notification of Suspension or Loss of Recognition will be shared in writing with the chapter, alumni(ea) corporation and national organization.

Criteria for Full Recognition

Each fraternity or sorority seeking Full Recognition must demonstrate, upon application to the President or his designee, pursuant to procedures established by that office, compliance with the following criteria on an annual or as otherwise stated basis:

1. Articulation of common goals and standards by the University and chapter.
2. Registration as a student organization.
3. Maintenance of certain materials on file in the appropriate University office:
 - a. If allowable, Annual Bylaws and Constitution (confidential - updated); If ritual-related information is included then a redacted version will be accepted.
 - b. Current information on the size of the chapter, membership statistics and names of officers each semester (within University involvement platform);
 - c. Annual copy of the Certificate of Liability Insurance provided to the chapter by the national organization
4. Collective responsibility for the behavior of the members as stated in the Code of Student Conduct & Community Standards.
5. Individual or group behavior in violation of the University Code of Student Conduct & Community Standards may negatively impact the recognition status of the chapter.
6. Operation within the guidelines of the appropriate council, which can include the North-American Inter-Fraternity Conference (NIC), the National Panhellenic Conference (NPC), the National Pan-Hellenic Council (NPHC) or the National Association of Latino Fraternal Organizations (NALFO).

NIC (North American Inter-Fraternity Conference): Consisting of 64 member fraternal organizations, a body that advocates for the needs of its member fraternities through enrichment of the fraternity experience; advancement and growth of the fraternity community; and enhancement of the educational mission of the host institutions. For more information, go to [North American Inter-Fraternity Conference](#)

NPC (National Panhellenic Conference): An umbrella organization for 26 inter/national women's fraternities and sororities that exists to promote the values of and to serve as an advocate for its member groups in collaboration with those members, campuses and communities. For more information, go to [National Panhellenic Conference](#)

NPHC (National Pan-Hellenic Council): Composed of nine historically African-American International Greek-lettered sororities and fraternities whose purpose is to promote interaction through forums, meetings and other mediums for the exchange of information and engages in cooperative programming and initiatives through various activities and functions. For more information, go to [National Pan-Hellenic Council](#)

NALFO (National Association of Latino Fraternal Organizations, Inc.): Includes the 17 fraternities and sororities that are bound by a shared commitment of fraternal unity, family values and empowering Latino and under-served communities. It was established in 1998 to promote and foster positive interfraternal relations, communication, and development of all Latino fraternal organizations through mutual respect, leadership, honesty, professionalism and education. For more information, go to [National Association of Latino Fraternal Organizations, Inc.](#)

7. Active participation in council-sponsored programs.
8. Compliance with generally accepted standards of neighborliness, including exterior neatness of the premises, the avoidance of unreasonable noise levels and compliance with related federal, state and local laws.
9. Compliance with all inter/national headquarters policies and procedures.
10. Membership shall be comprised of only Sacred Heart University full-time, undergraduate students and is subject to all provisions of this recognition policy.
11. Compliance with the terms of all contractual agreements with the University.
12. Compliance with all University policies, rules and regulations.
13. Cooperation in University investigations concerning compliance with any University policy, rule or regulation.
14. Maintain commercial general liability insurance with a minimum amount of \$1,000,000 per occurrence and \$2,000,000 in the aggregate and Umbrella or excess liability insurance with a minimum amount of \$2,000,000 per occurrence and in the aggregate. Such liability insurance shall include Sacred Heart University, its officers, employees and agents, as an additional named insured and shall be written with an insurance carrier acceptable to the University. A certificate of such insurance shall be forwarded to the University Risk Manager and the Director of Fraternity & Sorority Life as evidence of such coverage, and the University must receive notice of any change, cancellation, or

renewal of the policy. The insurance shall be considered primary over any and all collectable insurance that the University may have available.

15. Shall refrain from using, furnishing, or having alcohol and other drugs present during all chapter operations, including, but not limited to the recruitment, education, initiation, or intake of new members.
16. Will not implement or tolerate hazing, as defined by the University's Code of Student Conduct, federal law, and Connecticut state law, in any form, at any time.
17. Shall comply with the recruitment and initiation deadlines determined by the University each semester.

Benefits of Recognition

Upon Full Recognition a sorority or fraternity is eligible for the following privileges and benefits:

1. Identification of the chapter with Sacred Heart University and use of the University's name along with, but not in place of, identification with the sponsoring body.
2. Eligibility for participation in the University's organization(s) related to the self-governance of the fraternity and sorority life system at Sacred Heart University.
3. Participation in a University membership solicitation programs or separate membership solicitation program, as articulated and monitored by the self-governance organization of the fraternity and sorority life system within the terms of University policies.
4. Participation in the educational, social, philanthropic and athletic programs and activities of the University, which are provided for fraternal organizations.
5. Access to and use of University facilities for official functions as approved by the University offices under whose jurisdiction utilization of a particular University facility is regulated and controlled.
6. Awards and recognition from Student Life and Fraternity & Sorority Life.

Continuing Recognition

Chapters must continue to meet the Criteria for Full Recognition each year to remain recognized and in good standing.

Probation and Withdrawal of Recognition

1. When in the judgment of the President or his designee a chapter no longer meets the Criteria for Full Recognition, or during a period of Provisional Recognition, is no longer making satisfactory progress toward Full Recognition, Full or Provisional Recognition may be withdrawn, or the chapter may be placed on Probationary Recognition status. Probationary Recognition may include, in the discretion of the President or his designee,

the temporary withdrawal of any or all of the Benefits of Full Recognition or the application of such other specific sanctions or limitations as may be deemed appropriate.

- I. In the event the chapter is not in compliance with the Criteria for Full Recognition upon expiration of the period of Probationary Recognition, the procedures for Withdrawal of Recognition will be initiated.
 - II. Upon demonstration to the satisfaction of the President or his designee that the chapter is once again in compliance with the Criteria for Full Recognition, the chapter may be restored to Full Recognition status.
2. No decision to withdraw chapter recognition or place a chapter on probation will be taken except upon prior written notice to the chapter of the reasons for such action and after permitting the chapter an opportunity to respond to the notice. The decision of the President or his designee in such matter shall be final.
3. Once an organization loses full recognition, either permanently or temporarily, all current members of that organization lose the privileges associated with Fraternity & Sorority Life that remain with other recognized organizations. This includes holding positions on fraternity and sorority governing councils such as Panhellenic, IFC and Order of Omega Executive Boards.

Miscellaneous

It is understood that fraternities and sororities shall not use the name of the University for any purpose other than chapter identification as described at F(1) above. Any further use of the University's name shall require the prior approval of the President or his designee.

In no event shall any fraternity or sorority use the University's name or tax identification number or hold itself out in such manner as to suggest that it is synonymous with, or authorized to act on behalf of, Sacred Heart University or that its actions are in any way approved, sponsored or endorsed by of Sacred Heart University. Violation of this section may result in withdrawal of recognition pursuant to the Probation and Withdrawal of Recognition article (pg. 10).

The President or his designee may adopt additional standards, operating principles and procedures not inconsistent herewith, as deemed necessary or appropriate to facilitate the implementation of this Recognition Policy.

Eligibility for Membership

- A. Only full-time, undergraduate students enrolled at Sacred Heart University are eligible for membership in a fraternity or sorority. An exception to this policy may be made for part-time second semester seniors with approval from the Director of Fraternity & Sorority Life.
- B. Second semester freshmen and all sophomores, juniors, seniors and transfer students registering for Fraternity recruitment must have a cumulative college grade point average (GPA) of at least 2.5 (Note: Some organization's GPA requirements may be higher).
 - All GPAs are verified by Fraternity & Sorority Life.
- C. First-semester freshmen registering for Fraternity recruitment must have a cumulative High School grade point average (GPA) of at least 2.5 (Note: Some organization's GPA requirements may be higher).
 - All GPAs are verified by Fraternity & Sorority Life.
- D. The National Panhellenic Council does not allow College Panhellenic Councils nor University offices/administration to set a GPA requirement for the Panhellenic Recruitment process. All students, regardless of GPA, shall be allowed to go through the Panhellenic Recruitment process. However, those that fall below a 2.5 GPA will be encouraged to fill out the "GPA Explanation Form" for sorority chapters to view prior to their membership selection decisions.
- E. Fraternity and sorority members must maintain a cumulative college grade point average (GPA) determined by their individual chapter in order to remain in good standing within their chapter
 - i. Note: Some chapters may have a higher minimum GPA threshold than others
- F. Chapter members who fall below a the cumulative grade point average (GPA) set forth by their chapter in the *Standards of Excellence* will be considered academically not in good standing. A member not in good academic standing with their chapter continues to be placed on the chapter roster, however, cannot participate in Fraternity & Sorority Life or chapter social events, including but not limited to: recruitment, socials/formals, philanthropy projects, and NPC/IFC/Fraternity & Sorority Life sponsored events. This is the responsibility of each chapter to enforce.

Recruitment

- A. All students must register online to be considered for fraternity and sorority recruitment.

- B. Fraternity Recruitment will follow the guidelines and schedule established by the Inter-Fraternity Council and Fraternity & Sorority Life each semester.
- C. Sorority Recruitment will follow the Sacred Heart University Panhellenic Recruitment Guidelines (See Appendix B).
- D. All recruitment events must take place on campus, be alcohol/other drug free, be completed by 11:59pm EST and be registered through Fraternity & Sorority Life.

Requirements for Fraternities & Sororities to Remain in Good Standing^[K11]

- A. Fraternity and sorority chapters must meet the following requirements to remain in good standing at Sacred Heart University:
 - i. Each organization must have a minimum of ten (10) active members, except when granted permission by the Director of Fraternity & Sorority Life to be less.
 - ii. The entire chapter must have a combined cumulative grade point average (GPA) at or above the all men's or all women's undergraduate GPA, respectively. If a chapter does not meet this GPA standard, they will be required in each subsequent semester to submit an academic plan to either the Assistant Director or Director of Fraternity & Sorority Life until the chapter is at or above the all men's or all women's undergraduate GPA.
 - iii. Chapters are responsible for complying with all federal, state and local laws, Sacred Heart University's Code of Student Conduct and Student Handbook, Sacred Heart University's Fraternity & Sorority Life Policies and Procedures and the Inter-Fraternity Council and Panhellenic Council Constitution, Bylaws, Judicial Code and Recruitment Guidelines.
 - iv. Chapters are responsible for complying with individual organizations' national policies, including but not limited to, hazing and risk management.
 - v. Each chapter must be represented at mandatory meetings and sessions, as outlined by Fraternity & Sorority Life and/or Inter-Fraternity Council and Panhellenic Council.
- B. All new members must be initiated within six weeks of the commencement of the formal recruitment process except when granted permission by the Director of Fraternity & Sorority Life. Fraternity & Sorority Life will provide the initiation deadline each semester.

- C. All chapters must complete and turn into Fraternity & Sorority Life any forms and/or documentation assigned by the Director of Fraternity & Sorority Life. The following are required:
- i. **Chapter Roster:** An accurate chapter roster including members' first name and last name, etc. is due each semester in *SHU Engage*. Chapters are responsible for maintaining their roster throughout the year. Any changes to the chapter roster to reflect a change in a member's status must be made within 48-hours of the official change.
 - ii. **Officer Roster:** An accurate officer roster is due after each chapter's election cycle in *SHU Engage*. All officers must be labeled with their appropriate titles.
 - iii. **New Member Education Plan:** A New Member Education Plan is due to the Director or Assistant Director of Fraternity & Sorority Life no later than one week before bid day. The plan must include the date, time and location and a brief description of all educational meetings. Plans must also reflect the date, time, location and a brief description of every new-member-specific activity occurring during New Member Education. This includes, but is not limited to, Pre-Inductions, Big/Little Reveal, Initiation, retreats, etc. The chapter is not permitted to begin New Member Education until the New Member Educator meets with the Director or Assistant Director of Fraternity & Sorority Life and the plan is approved. Room reservation requests will not be pushed forward until the New Member Education Plan has been approved.
 - iv. **Anti-Hazing Acknowledgement** (Appendix C): An anti-hazing meeting will take place at the beginning of the fall and spring semester. All New Members of each chapter are required to participate in anti-hazing education.
 - v. **New Member Initiation Confirmation Form** (Appendix D): The Initiation Confirmation Form is due to Fraternity & Sorority Life within two business/school days of the chapter's initiation being completed.
 - vi. **Insurance and Proof of Incorporated Status:** All Fraternity & Sorority Life chapters must obtain and maintain Commercial General Liability coverage with minimum limits of \$1,000,000 per occurrence and \$2,000,000 in the aggregate and Umbrella or excess liability insurance with a minimum amount of \$2,000,000.00 per occurrence and in the aggregate. Such liability insurance shall include Sacred Heart University, its officers, employees and agents, as an additional named insured and shall be

written with an insurance carrier acceptable to the University. A certificate of such insurance shall be forwarded to the University Risk Manager and the Director of Fraternity & Sorority Life as evidence of such coverage, and the University must receive notice of any change, cancellation, or renewal of the policy. The insurance shall be considered primary over any and all collectable insurance that the University may have available. The certificate holder on the Certificate of Insurance shall be:

Sacred Heart University, Inc.

5151 Park Avenue

Fairfield, CT 06825

- vii. Fraternity & Sorority Life reserves the right to request additional forms and documentation from chapters throughout the year.
- D. Met or exceeded Bronze Level recognition through the Standards of Excellence accreditation program. Exceptions for this shall be given to any new organization who is not yet established/chartered for one year at the time of presentations.

Governance of the Fraternity & Sorority Community

Governance of Fraternities

The Sacred Heart University Inter-Fraternity Council (IFC) governs the fraternity community. It is comprised of only fraternities with full recognition from Sacred Heart University. The role of IFC is to support and advocate for the fraternity community as a whole, while holding intentional development programs and learning opportunities for all fraternity members. The IFC is composed of six executive board members who are elected by each of the member fraternity delegates. The IFC meets weekly during the academic year every Friday at 11 a.m. where all elected officials are expected to attend. The executive board positions include:

- President
- Executive Vice President
- Vice President of Administrative & Financial Affairs
- Vice President of Recruitment and Public Relations
- Vice President of Membership Development and Programming
- Vice President of Philanthropy & Service

Governance of Sororities

The Sacred Heart University College Panhellenic Council (CPC) governs the sorority community. It is comprised of only sororities with full recognition from Sacred Heart University. The role of

CPC is to support and advocate for the sorority community as a whole, while holding intentional development programs and learning opportunities for all sorority members. The CPC is composed of nine executive board members who are elected by the Council of sorority delegates. The NPC meets weekly during the academic year every Friday at 10 a.m. where all elected officials are expected to attend. The executive board positions include:

- President
- Vice President
- Vice President of Recruitment
- Vice President of Public Relations
- Vice President of Philanthropy
- Vice President of Scholarship
- Vice President of Programming
- Treasurer
- Secretary

Removal of an Officer

If a recognized fraternity or sorority loses recognition from Sacred Heart University, either permanently or temporarily, all elected officers from any chapter governing council (Panhellenic, IFC and Order of Omega Executive Boards) from that fraternity or sorority will be immediately removed from their position and, if needed, a special election will be held to fill the vacancy. The special election will follow the procedures set forth from the respective board's policies.

National Organizations

Sacred Heart University recognizes only national organizations in good standing. The University acknowledges it acts as a "franchisee" of the national organization and will act as a 50-50 partner with the national organization as long as the charter of each organization is current and in good standing. All chapters are expected to adhere to the list of criteria stated above in 3a - 3i and adhere to all state, local and University policies in order to remain in good standing and keep full recognition.

In partnership with the University's Panhellenic Council and/or Inter-Fraternity Council, Sacred Heart University can consider extension of their fraternity & sorority community whenever they deem appropriate.

Scope of Authority

1. The undergraduate Chapter President, or their designee, will be the primary point of contact for the organization and the University and Fraternity & Sorority Life to include but not be limited to:
 - a. All materials submitted on time (i.e. rosters, new member education plan, etc.);
 - b. Contact for any information or allegation within Student Conduct & Community Standards.
2. A chapter or graduate advisor is an alumni/alumnae member of the organization, though not necessarily from the SHU chapter, who is appointed by the National Headquarters, who supports the organization on a local level in the local or surrounding area.
 - a. The chapter or graduate advisor will:
 - i. Be in the local Bridgeport, Fairfield or surrounding area and will be easily accessible to the organization;
 - ii. Be the primary contact for the organization outside of the Office of Fraternity & Sorority Life;
 - iii. Serve as a liaison to the organization's National Headquarters;
 - iv. Be formally recognized through the organization's National Headquarters.

City-Wide Chapter/Organization

An organization is considered a city-wide chapter/organization when membership is drawn from more than just SHU students. Sacred Heart University does not permit its students to participate in city-wide chapters nor will the University join/be a part of any city-wide chapters.

Order of Omega

Order of Omega is a National Fraternity and Sorority Life academic and leadership honor society with a chapter at Sacred Heart University named the Upsilon Beta Chapter of Order of Omega. The purpose is to recognize excellence in academics and leadership of fraternity and sorority members at SHU. Applications for membership are reserved for sophomore, junior and senior Fraternity & Sorority Life members who have a cumulative GPA at or above the all-FSL cumulative GPA every fall semester.

Potential Member & Active Member Academic Record Release

- A. The Director and/or Assistant Director of Fraternity & Sorority Life will review potential new member's High School and/or college grade point average (GPA) to verify a student's eligibility to participate in Fraternity & Sorority Life at Sacred Heart University. All students must be a full-time, undergraduate student at Sacred Heart University to be eligible to join any of the recognized chapters. Per the National Panhellenic Conference (NPC), a University cannot establish a minimum cumulative GPA requirement for any student wishing to join a sorority. It is up to the discretion of each individual chapter within the College Panhellenic Council to set their own membership GPA requirement for joining. Per the National Inter-Fraternity Council (NIC), member fraternities must set a minimum cumulative GPA requirement for any student trying to join a fraternity to at least a 2.5.
- B. Academic Report Process
 - i. Fraternity & Sorority Life will run academic reports at the end of each fall and spring semester for individual chapters and the fraternity and sorority community. These reports will be based upon the most current roster information on file with Fraternity & Sorority Life.
 - ii. Individual academic reports cannot be prepared and issued to chapters without the grade release forms having been signed and returned to Fraternity & Sorority Life. These forms give staff the permission to release an individual's grades as required by the Federal Educational Right and Privacy Act (FERPA).
 - iii. Chapter academic reports can be obtained by the Chapter President, Academic Chair or Advisor. According to FERPA, reports cannot be sent electronically.

Chapter Events

- A. Definition of Chapter Events: A function/event may be deemed as a chapter event if any of the following criteria apply:
 - i. Event is funded in whole or part by the organization or its representatives;
 - ii. Event is endorsed, sponsored or supported by the chapter;
 - iii. 50% or more of the chapter membership is in attendance;
 - iv. Event is discussed and/or voted on in a chapter meeting;
 - v. A reasonable observer would associate the event with the chapter.
- B. Campus Facility use by fraternities and sororities:
 - i. Chapters at Sacred Heart University have the right to reserve campus facilities for the use of approved chapter events and meetings.

- ii. The Event Registration process must be followed before approval is granted for use of any campus facility.
 - iii. Campus facilities and property must be respected by chapters and left clean after use. This includes, but is not limited to, the furniture set ups of each space being returned to how it was when the group entered the room. Failure to do so in repetition could result in the loss of access to campus facilities and property.
- C. Consumption of Alcohol at Chapter Events: The possession, use, and/or consumption of alcoholic beverages during a chapter event, or in any situation sponsored or endorsed by the chapter, is expected to be in compliance with any and all applicable laws and regulations of the state, county, city, University and Inter/national organization.
- i. Sacred Heart University does not permit unregistered parties, “mixers”, or any fraternity/sorority chapter event with alcohol present that has not been registered and approved by Fraternity & Sorority Life on the Social Event Registration Form (Appendix F)
 - ii. Alumni of a chapter may only attend a Fraternity & Sorority Life social event where alcohol is served if they are included in the guest list as the guest of a current undergraduate member or in their role as a chapter advisor. Alumni are required to take the mode of transportation provided by the chapter to and from the event.

New Member Education

A. New Member Education Guidelines:

- i. A New Member Education Plan is due to the Director or Assistant Director of Fraternity & Sorority Life no later than one week before bid day. The plan must include the date, time and location and a brief description of all educational meetings. Plans must also reflect the date, time, location and a brief description of every new-member-specific activity occurring during New Member Education. This includes, but is not limited to, Pre-Inductions, Big/Little Reveal, Initiation, retreats, etc. The chapter is not permitted to begin New Member Education until the New Member Educator meets with the Director or Assistant Director of Fraternity & Sorority Life and the plan is approved. Room reservation requests will not be pushed forward until the New Member Education Plan has been approved.
- ii. No changes to the New Member Education plan will be authorized after the meeting with the Director or Assistant Director of Fraternity & Sorority Life unless specific, written permission is granted.

- iii. All New Member meetings, events, activities and/or study sessions, etc. are required to take place on campus between the hours of 8 a.m. -11:59 p.m.
- iv. New Member Education cannot exceed six weeks unless permission is granted by the Director of Fraternity & Sorority Life.
- v. An initiation deadline will be set each semester by the Director of Fraternity & Sorority Life, which will be six weeks after the completion of fraternity/sorority bid day.
- vi. All new members to a fraternity or sorority must be initiated in the same semester in which they received a bid, unless otherwise given approval by the Director of Fraternity & Sorority Life.
- vii. After all fraternity new members receive their bids on Bid Day, they are required to attend a new member orientation session, which will be conducted by the Director of Fraternity & Sorority Life.
- viii. The Initiation Confirmation Form (Appendix D) is due to Fraternity & Sorority Life two business/school days after a chapter's initiation with all appropriate signatures included and a subsequent email from the chapter advisor confirming the completion of Initiation.

B. New Members Withdrawing from a Fraternity or Sorority:

- i. The chapter is responsible for informing the Director or Assistant Director of Fraternity & Sorority Life within 48-hours if a new member (non-initiated) has withdrawn from the organization.
- ii. Any non-initiated member who withdraws from the organization must meet with a Fraternity & Sorority Life staff member and complete the new member withdrawal survey.

Rock Policies

The tradition of rock painting at SHU has had a positive impact on the fraternity & sorority community. It has served as a vehicle for each chapter to express the spirit of their brotherhood or sisterhood and demonstrate pride in their overall organization.

Each chapter will be given one rock outside of the Academic Center across from the parking garage. Sacred Heart University will be responsible for providing the rocks for each new chapter that joins the fraternity & sorority community.

Below are a list of expectations each chapter will adhere to in regards to the design and maintenance of their rock:

- Chapters are responsible for the upkeep of their rock. By the Spring initiation deadline every academic year, chapters will ensure rocks are appropriately maintained. The use of outdoor paint is the only appropriate way to maintain the chapter rocks.
- Only the chapter rock may be painted. Chapters are not permitted to paint or otherwise decorate any other SHU property without prior consent.
 - i. Under no circumstances should a member from one chapter paint over or deface the rock of another chapter.
- “Guarding” of the chapter rocks are not permitted. Chapters may not choose or force members, new members or potential new members to stay at the rock for an extended period of time.
- The rock may not be painted between the hours of 12 a.m. (midnight) and 7:59 a.m. any day of the week.
- Alcohol and other drugs are not permitted when any member is painting or upkeeping their chapter rock.
 - i. If Public Safety, Student Conduct & Community Standards or Fraternity & Sorority Life learn of this violation, the individual and the chapter may face sanctioning as a result of a conduct hearing.

Conduct Policies

It is the responsibility of each organization to report any potential violations by or made upon their members to the Code of Student Conduct, University’s Sexual Misconduct Policy and/or violations of local, state or federal laws to the appropriate parties including but not limited to the Director/Assistant Director of Fraternity & Sorority Life, Director of Student Conduct & Community Standards or the University’s Title IX Coordinator or their designee. Organizations seeking information and/or advice on navigating the reporting process may contact the Director or Assistant Director of Fraternity & Sorority Life.

The Director of Fraternity & Sorority Life and/or Director of Student Conduct & Community Standards will adjudicate cases involving violations of University policies as well as Fraternity & Sorority Life infractions. The IFC Judicial Board will also be responsible for hearing certain IFC-specific violations as outlined in the IFC Judicial Code and the Panhellenic Peer Accountability Board will be responsible for hearing certain Panhellenic-specific violations as outlined in the Panhellenic Bylaws. Chapters and their members found responsible for violating, either wholly or in part, the Fraternity & Sorority Life Policies & Procedures, Sacred Heart University Code of Student Conduct or Student Handbook, or federal, state or local law may face one or more of the following sanctions (the list below is not all-inclusive):

- A. **Referral:** Groups or individuals may be referred to Student Conduct & Community Standards and/or International/National Headquarters.
- B. **Loss of Campus Privilege:** On a case-by-case basis, the following privileges may be lost when groups do not remain in good standing and/or lose University recognition, either permanently or temporarily, include but are not limited to:
 - i. Meeting/event privileges
 - ii. Room/facility reservations
 - iii. Eligibility for FSL Awards
 - iv. Participation in Greek Week or other FSL-wide events
 - v. Ability to fundraise on campus
 - vi. Loss of social privileges
 - vii. Eligibility for individuals to hold elected positions on chapter governing bodies (Panhellenic, IFC, Order of Omega)
- C. **Chapter Probationary Status:** Terms of probation as a chapter with Fraternity & Sorority Life, when necessary, include:
 - i. Immediate meeting between chapter leadership, advisor(s), and the Dean of Students or their designee and/or Director of Fraternity & Sorority Life
 - ii. Immediate notification to International/National entities
 - iii. Formation of Chapter Improvement Plan (Includes attainable goals and deadlines)
 - iv. Bi-weekly follow-up meetings with the Dean of Students or their designee, Director of Fraternity & Sorority Life, and/or Director of Student Conduct & Community Standards
 - v. Additional Sanctions/Requirements for chapter's on probation may include:
 - i. Program facilitation
 - ii. Community service project
 - iii. Meeting/event privileges
 - iv. Room/facility reservations
 - v. Eligibility for FSL Awards
 - vi. Loss of social privileges
 - vii. Loss of Greek Week or other FSL-wide events
 - viii. Ability to fundraise on campus
 - ix. Eligibility for individuals to hold elected positions on chapter governing bodies (Panhellenic, IFC, Order of Omega)

- x. Additional sanctions as determined by the Dean of Students, Director of Fraternity & Sorority Life or Director of Community Standards
- D. **Chapter Suspension:** Terms of suspension with Sacred Heart University, when necessary, whether for a semester, a year, or more include:
 - i. One semester, one year or more of non-recognition and call criteria under point B at Sacred Heart University as a fraternity or sorority chapter
 - ii. Loss of recruitment participation and privileges
- E. **Chapter Loss of Recognition:** Sacred Heart University and Inter/National entities reserve the right to temporarily or permanently withdraw recognition of a chapter at Sacred Heart University.
- F. Other Sanctions as outlined in the Code of Student Conduct & Community Standards.
- G. **Appeal Process:** All appeals must be submitted in writing to the Dean of Students or their designee for review and investigation within one week of being notified of the sanction.

Sacred Heart University Anti-Hazing Policies

Sacred Heart University makes every effort to create an environment that is fair, humane and respectful for all students, faculty and staff. The University is unconditionally opposed to any activities sponsored by any organization, student athletic team or group of students that involves hazing of any member of the Sacred Heart University Community.

- A. Hazing is defined as any action taken or situation, on- or off-campus, which creates mental or physical discomfort, embarrassment, harassment, ridicule or possible mental or acceptable excuse for someone's behavior. Organization members who perpetrate, plan or witness (without reporting) a hazing incident or organization leaders that have prior knowledge or withhold information of an incident may be subject to individual conduct action. The term "member" includes individuals who participate in organization activities on a limited basis or have not been fully initiated into the organization.

Examples of prohibited hazing behaviors include but are not limited to:

- 1. Requesting and/or requiring any member, regardless of status within the organization, to (or attempt to):
 - Perform calisthenics (i.e., pushups, sit-ups) and/or physical exercise
 - Wear conspicuous apparel
 - Engage in public stunts or jokes
 - Participate in degrading or humiliating games and/or activities

- Wear or carry specific items (i.e., rocks, paddles, crates, bags, lunch boxes)
 - Throw things (i.e., water, paint, food) at any members
 - Paddling in any form
 - Forced consumption of food or liquids including alcoholic beverages or use of illegal substances
 - Request or compel attendance at unannounced events and outings
 - Order personal errands run by members
 - Participate in pranks or other actions intended to harass any organization member, another organization or any member of the Sacred Heart University community
 - Call any members degrading names that may cause embarrassment or ridicule
 - Restrict or disrupt the sleep of any member at any time
 - Not permit adequate time for studies during recruitment and initiation for new members
 - Conduct lengthy work sessions
 - Expect members to complete any directives from a member
 - Demean any member
 - Organize scavenger and treasure hunts
 - Cause physical or psychological harm to any members
 - Commit any violation of the Code of Student Conduct, federal, state or local law as they pertain to hazing.
2. Hazing also includes any activities not consistent with student organization procedures, fraternity/sorority rituals or policies, student athletic policies and/or Sacred Heart University policies.
 3. The executive officers of organizations and new member educator are all responsible for educating the organization and new members about the policy on hazing.
- B. Hazing Incident: If a hazing incident within a student organization is reported, the Department of Public Safety, in conjunction with the Dean of Students or their designee, will investigate the incident. To determine individual and organizational responsibility for hazing incidents, the following criteria are among those used:
1. A hazing incident is presumed to involve those persons directly participating in the incident or others present at the time it occurs who do nothing to stop the incident. Or, a hazing incident is presumed even if individuals who are not

present at the time of the incident but have knowledge of the incident and do nothing to stop it or report it to a University official.

2. The organization's advisor or any of the executive officers of the organization are aware of the incident before it takes place with sufficient advanced knowledge to prevent its occurrence but do not prohibit the incident from happening.
3. The organization's advisor, any of the executive officers of the organization, or the person charged with the administration of the new member education program are aware of the identity of organization members involved in the incident but refuse to divulge the identity to the appropriate authorities of Sacred Heart University, the police, etc.
4. The incident involves expenditure of any organization funds.
5. The incident is actively or passively endorsed by a majority of the members of the organization.

State of Connecticut Hazing Law

In the State of Connecticut, the **Hazing Law** (Sec. 53-23a. Hazing) states:

1. "Hazing" means any action that recklessly or intentionally endangers the health or safety of a person for the purpose of initiation, admission into or affiliation with, or as a condition for continued membership in a student organization. The term shall include, but not be limited to:
 - a. Requiring indecent exposure of the body;
 - b. Requiring any activity that would subject the person to extreme mental stress, such as sleep deprivation or extended isolation from social contact;
 - c. Confinement of the person to unreasonably small, unventilated, unsanitary or unlighted areas;
 - d. Any assault upon the person; or
 - e. Requiring the ingestion of any substance or any other physical activity, which could adversely affect the health or safety of the individual. The term shall not include an action sponsored by an institution of higher education which requires any athletic practice, conditioning, or competition or curricular activity.
2. "Student organization" means a fraternity, sorority or any other organization organized or operating at an institution of higher education.
 - a. No student organization or member of a student organization shall engage in hazing any member or person pledged to be a member of the organization. The implied or express consent of the victim shall not be a defense in any action brought under this section.

- b. A student organization that violates subsection (b) of this section (1) shall be subject to a fine of not more than one thousand five hundred dollars and (2) shall forfeit for a period of not less than one year all of the rights and privileges of being an organization organized or operating at an institution of higher education.
- c. A member of a student organization who violates subsection (b) of this section shall be subject to a fine of not more than one thousand dollars.
- d. This section shall not in any manner limit or exclude prosecution or punishment for any crime or any civil remedy.

Federal Hazing Law

In the **Stop Campus Hazing Act of 2024**, hazing is defined as “any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that (I) is committed in the course of an initiation into, affiliation with, or the maintenance of membership in, a student organization; and (II) causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for the participation in an athletic team), of physical or psychological injury.”

“Student Organization” is defined as an organization at an institution of higher education (such as club, society, association, varsity or junior varsity athletic team, club sports team, fraternity, sorority, band, or student government) in which two or more of the members are students enrolled at the institution of higher education, whether or not the organization is stable or recognized by the institution. “Student Organization” is defined under The Connecticut Anti-Hazing Law as a fraternity, sorority or any other organization operating at an institution of higher education.

- a. This section shall not in any manner limit or exclude prosecution or punishment for any crime or any civil remedy.

Sacred Heart University Alcohol & Other Drug Statement

The following is the Alcohol and Other Drug Statement as stated in on Sacred Heart University’s website.

Sacred Heart University is dedicated to creating an environment that allows students to achieve their educational goals and grow spiritually, intellectually and socially. The University is also

committed to supporting students in demonstrating responsible conduct in the best interest of their personal health and well-being, the community's general welfare, and the rights of others. The University does not condone the illegal or otherwise irresponsible use of alcohol and other drugs. Every member of the University community is encouraged and expected to be aware the risks associated with alcohol and drug use and abuse. This responsibility obligates students to know relevant University policies and federal, state, and local laws and to conduct themselves in accordance with these laws and policies. Students are expected to assume responsibility for their behavior and must understand that being under the influence of alcohol/drugs in no way lessens accountability for their actions.

Sacred Heart University complies with and enforces all federal, state, and local laws that regulate or prohibit the possession, use or distribution of alcoholic beverages or drugs. To these ends, the University publishes the following information regarding University policies and sanctions; laws and penalties concerning substance use and abuse; health and behavioral risks of drug use, and resources for treatment and educational programming.

Alcohol

Sacred Heart University acknowledges the fact that alcohol is a part of society, and supports the contention that use and abuse of alcohol is one of the most serious issues facing University students nationwide. Therefore, we strive to educate students about alcohol effects and the prevention of alcohol abuse.

Alcohol Guidelines & Regulations

The University maintains the position of zero tolerance for those underage students consuming alcoholic beverages.

1. No person under the age of 21 may acquire, purchase, obtain, possess, be in the presence of or consume alcoholic beverages.
2. Use or possession of alcoholic beverages and their sale, delivery, or service to individuals under the age of 21 is prohibited.
3. No person regardless of age is permitted to possess or consume alcohol within the on-campus residential areas (Roncalli Hall, Seton Hall, Merton Hall, Christian Witness Commons, Toussant Hall and Scholars Commons) of the University.
4. An individual, 21 or older, may consume alcohol on University property or at University sponsored events (Red's) only in areas where the University expressly allows the sale and consumption of alcohol.
5. Any alcoholic beverage out of the original container or having a broken seal is considered an open container, which may not be carried or consumed on SHU grounds

(except pub area), and related facilities without authorization through an approved alcohol registration form.

6. Students in residence hall rooms where alcohol is present may be considered in violation of this policy for not leaving or reporting violations.
7. Residents are responsible for the actions/behaviors of their guests/visitors regarding alcohol possession and use and are expected to inform the guest of such policies.
8. Possessing, furnishing, consuming or serving from a common source of alcohol (i.e. kegs, beer balls, punch bowls, trash cans or other excessive equivalent number servings.) is prohibited.
9. Kegs and beer balls are not permitted on University property.
10. Creating, offering, or engaging in drinking games and contests (i.e. beer pong etc.) and other behaviors designed for the purpose of becoming intoxicated through the abusive use of alcohol is prohibited.
11. No person may use a fake ID, the driver's license or SHU ID card of another, supply such cards to another, furnish false information in obtaining such cards, or deface or alter such cards.
12. Possession or using alcohol paraphernalia or beverage containers whether full or empty (including but not limited to beer bottles or cans, alcohol bottles, beer funnels, beer pong tables are not allowed in University residence facilities.
13. The use or possession of grain alcohol, regardless of age is prohibited.
14. Any public or private use of alcohol by students that leads to public or obvious intoxication to include but not limited to: (slurred speech, difficulty walking, requiring medical assistance, intrusive, destructive, disorderliness or violent behavior) is unacceptable for a Sacred Heart University student and will be treated as a disciplinary matter.
15. All students are responsible for discouraging alcohol-related behavior that is abusive to themselves or to others. Any effort to induce or force a student to drink against his/her expressed desire is prohibited.
16. Operating a motor vehicle while under the influence of alcohol is prohibited.
17. Open containers including cups and squeeze bottles of alcohol are not permitted in public areas such as hallways, lobbies, stairwells, elevators, balconies, porches, community or common areas at any time.
18. Alcohol use is allowed for students of legal age (over 21) who reside in The Ridge, Taft, Pioneer Gardens and Oakwood and only in apartments in which all the residents as well as their guest(s) who are of the legal drinking age of 21. All other residence halls and apartments in The Ridge, Taft, Pioneer Gardens, and Oakwood are considered "dry," and no alcohol or alcohol containers are permitted in these areas.

Terms and alcohol guidelines related to students

- **Legal Age:** State law states that only individuals who are 21 years of age or older may purchase, possess and consume alcohol.
- **Underage:** State law states that individuals under 21 years of age may neither, possess, consume nor purchase alcohol.
- **Intoxication:** No student may be intoxicated while on-campus.
- **Supplying:** No one may purchase for or provide alcohol to anyone underage. It is the responsibility of the host to comply with state and local laws. A social host may be held responsible for injuries and damages caused by a minor who is served alcohol.
- **Open Container:** Any alcoholic beverage out of the original container or having a broken seal is considered an open container, which may not be carried or consumed on SHU grounds (except Red's area) without authorization through an approved alcohol registration form.
- **Kegs/Beer Balls:** Kegs and beer balls or common containers over 64 ounces are not permitted on campus (except in Red's) without an approved alcohol registration form. Also, alcohol "punches" using wine or hard liquor are not permitted on campus.
- **Sale of Alcohol:** Beer, wine and seltzers are sold only in Red's area during designated hours. Any other sale of alcohol on campus must have approval through an alcohol registration form and State resources. Employees of Red's have the right and responsibility to deny the sale of beer to anyone under the age of 21, anyone using or presenting a false ID, anyone intoxicated and for any other reason deemed necessary.

If illegal use or possession of drugs or alcohol is presumed to be taking place behind closed or locked doors in a residence facility, the Residential Life staff will address appropriately. An announcement will be made that entry to the room will take place. If the occupants of the room do not voluntarily allow access, access will be made by the use of a key.

Events with Alcohol (for student groups and organizations)

Every event with alcohol at Sacred Heart University must be registered and authorized through the Office of Fraternity & Sorority Life or their designee. This is necessary for adherence to state and SHU guidelines for legal sale, distribution and consumption of alcoholic beverages. Failure to do so will result in event cancellation.

All chapters wishing to host an event with alcohol must submit the packet of information in its entirety no later than 2 weeks before the event date. All events with alcohol **require the attendance** of the chapter advisor throughout the entire event. State law and SHU policy

mandate that no person under the age of 21 years can purchase, obtain/possess or consume alcoholic beverages.

All events at which alcohol beverages are being sold (entrance fee or per drink charge) must be in compliance with state law, requiring a permit from the Department of Liquor Control. The venue you select for your event with alcohol must have a liquor permit in order for your event to be hosted there. Any event not properly registered through the Office of Fraternity & Sorority Life within 2 weeks of the event date will be canceled. Any function which provides an alcoholic beverage must also provide a non-alcoholic beverage alternative in sufficient quantity and food must be available and featured prominently. Consumption of alcohol is not an acceptable excuse for any behavior deemed inappropriate or in violation of University rules and policies.

Drugs

The possession, use, misuse, manufacture, distribution, improper possession, possession with intent to sell and/or sale of illegal/unauthorized harmful drugs, prescription medication, drug paraphernalia (including but not limited to hookahs, pipes, bongs, bowls, etc.) misuse of any product to act as a drug is a violation of state and federal laws and is contrary to Sacred Heart University policies. Students found responsible for violating any part of this policy are subject to University disciplinary action and/or arrest and prosecution by state and/or federal authorities.

For students with alcohol or drug addictions, the Counseling & Health Service Offices serve as a resource to assist the student in receiving the appropriate assistance for recovery.

Title IX

Sacred Heart University and Fraternity & Sorority Life are firmly committed to maintaining a learning, living and working environment for members of the University community and their guests and visitors, free from all forms of gender-based sexual harassment, including acts of sexual violence, sexual harassment, domestic violence, intimate partner violence and stalking. Each chapter is expected to adhere to the University's Sexual Harassment and Title IX policies, which can be found, in their entirety, in the Student Handbook. If a chapter is to be investigated by the Office of Title IX for an alleged violation they are expected to comply to the fullest degree. Chapters are not permitted to hold meetings to discuss, adjudicate nor sanction any Title IX related issue, event, etc.

Expansion of New Fraternities & Sororities

- A. National or International fraternity and sorority headquarters may not solicit or recruit Sacred Heart University students to establish new chapters without the express consent of Fraternity & Sorority Life at Sacred Heart University.

Sacred Heart University Expansion Policy

Section 1: Requirements

Applying groups must meet the following criteria to be qualified to undergo the Sacred Heart University Expansion process.

1. Must be a social Greek-letter organization with a national/international scope.
2. Preferred membership in NALFO, NAPA, NIC, NMGC, NPC, OR NPHC.
3. Must have a valid insurance policy (1 million in commercial general liability and 2 million in the aggregate) that is accessible upon request.
4. Must understand and agree with all terms, policies, procedures, and regulations of Sacred Heart University and the Sacred Heart University Student Handbook.
5. If associated with a governing Council present at Sacred Heart University, that Council must be open for expansion.
6. Preferred interest group of 10 or more current, active, undergraduate students in good standing with the University.

Section 2: Application Materials

The interested fraternity/sorority shall provide a written statement to Sacred Heart University's Fraternity & Sorority Life when seeking admission to the FSL community.

The following information should be included:

1. Reason for interest in expanding to Sacred Heart University.
2. Constitution/Governing Documents (or appropriate governing documents for non-members) of the applying organization.
3. Names, email addresses, and Student ID numbers for all members of the interest group.
4. Overview of the recruitment/membership intake processes, including new member education information
 - a. Who supports the expansion process at the national/international level?
 - b. Will the nearest chapter help with the expansion/intake process?
 - c. Who oversees the new member education process of the new group members?
5. Support structure
 - a. All chapters in the State of Connecticut, Rhode Island, New York, New Jersey, and Massachusetts.
 - b. Number of alumni within a 100-mile-radius of the University.
 - c. Alumni advisory structure for the organization.

6. Risk management policies/processes (if separate from Constitution/governing documents)
 - a. Must provide national policies on drugs/alcohol, hazing, misconduct, sexual misconduct, and insurance policies.

Section 3: Review Process

Upon submission of the above materials, Sacred Heart University's Office of Fraternity & Sorority Life staff will review materials and assess the organization's potential success within the community. If the applying group falls under a governing council present at Sacred Heart University, they will review and assess the application materials. This process will take place on an annual basis unless an interest group of students already exists.

Topics that will be taken into consideration include:

1. Support strength of the organizational headquarters administration.
2. Support strength of the regional organizational alumni and chapters.
3. Interest group (if applicable) motivation to ensure the success of the expansion process.
4. Organizational comparison to the demographics and culture of the University.
5. Potential presence and strength on campus of the organization's representation to better build the interest of the group.
6. Effectiveness of the national/international organization within their respective governing council communities.
7. Communication effectiveness with Sacred Heart University's Office of Fraternity & Sorority Life staff.

Section 4: Consideration

After review, both the organization and the leader(s) of the student interest group (if applicable) will be notified of its decision regarding consideration. If approved for consideration, application materials will be stored within the Office of Fraternity & Sorority Life or governing council until the annual expansion review occurs. Exceptions to the annual nature of this review will be if there is an active interest group in existence at the time of consideration.

If ultimately selected for expansion, the Office of Fraternity & Sorority Life and the governing council (if applicable) will reach out with next steps and a proposed timeline. Proposed timelines may include:

1. Interest meetings/informationals
2. Interested brother/sister events
3. Recruitment events
4. Expectations of when a new member education period will begin and end

****New NPC sororities must be approved for extension by the College Panhellenic Council in accordance with established NPC extension policies.**