**[DESIGNATION] CHAPTER**

**RECRUITMENT PROGRAM**

**[TERM YEAR]**

[NAME], Vice Archon

[E-MAIL ADDRESS]

[CELL PHONE NUMBER]

**Growth Goal Number:** The recruitment goal for the [DESIGNATION] Chapter during the [TERM YEAR] is [GOAL PROVIDED AT PKCCO BY CRM & LEADERSHIP CONSULTANT]

**Expectations:** *Insert expectations for those listed below regarding attendance, meetings, contact with potential new members, event planning and setup, Dude’s List management, etc.*

* Vice Archon
* Committee Members
* Chapter Members

**Policies & Procedures**

* As stated in the Pi Kappa Phi Fraternity Risk Management Policy: “All recruitment or rush activities associated with any chapter will be non-alcoholic. No recruitment or rush activities associated with any chapter may be held at or in conjunction with a tavern or alcohol distributor as defined in this policy.”
* *Insert University and or IFC recruitment policies here*

**Selection Criteria**

* As stated in Supreme Law I, Sec. 6: No invitation or bid to associate membership/pledgeship may be extended to students pursuing less than a full-time course of study, without the unanimous approval of the National Council.
* As stated in Supreme Law I, Sec. 7: An invitation to membership may only be extended to students meeting one of the following criteria:
  + A cumulative high school GPA for first semester freshman year students at or above the implementation timeline outlined below
  + A cumulative college GPA at or above the all-men’s average on campus; or
  + A cumulative college GPA at or above 2.7 on a 4.0 scale or an equivalent grade point index
* As stated in Law I, Sec. 3: The Fraternity shall not discriminate on the basis of race, religion, ethnicity, national origin, ability, sexual orientation, or HIV status.
* *Insert chapter/university specific requirements regarding new member selection*

**Names List & Potential New Member Management**

* *Insert who is responsible for the management of the chapter Names List*
* *Insert how often the chapter Names List is to be updated to build up to recruitment periods*
* *Insert instructions on how to access and update the chapter Names List*
* *Insert outreach strategy to PNMs to build relationships and extend invitations*

**Calendar of Events**

* See attached. *Attach calendar of recruitment events to the recruitment program*

**Budget**

* See Attached. *Attach recruitment budget and breakdown to the recruitment program*

**Bid Voting Process**

* As stated in Supreme Law I, Sec. 4: An invitation or bid to associate membership/pledgeship shall be extended only by a vote of the members of a student chapter in accordance with the Bylaws of such chapter. No person may become or continue as an associate member/pledge who is a member of any other general college fraternity. All other memberships in honor, recognition, service, professional or similar societies are permitted.
* *Insert chapter Bylaws regarding bid voting*

**Bid Distribution**

* It shall be the duty of the [MEMBER/TITLE] to distribute all bids to potential new members.
* The distribution of all bids must be completed no later than [DATE] or by the designated university deadline regarding the distribution of bids.
* *Insert University or IFC policy surrounding the deadline and process for distributing bids*

**Talking Points & FAQ’s**

* Time commitment: The time commitment associated with joining Pi Kappa Phi generally ranges from [INSERT HOURS PER WEEK] each week. Associate members will be required to attend new member education classes focused around the history and civics of the organization and the local chapter. Associate members will also be required to attend subordinate rituals that aim to enforce the lessons learned during the new member education classes.
* Financial commitment: *Insert dues associate member and initiated member dues structure.*
* Academic commitment: Pi Kappa Phi holds all members to a high academic standard. All potential new members who wish to receive a bid to Pi Kappa Phi must achieve at least a [GPA REQUIREMENT] cumulative grade point average. Additionally, all initiated members must maintain a [GPA REQUIREMENT] cumulative grade point average to remain in good standing with the organization.
* Hazing: As stated in the Pi Kappa Phi Fraternity Risk Management Policy - No chapter, associate chapter, student, alumnus, or volunteer shall conduct nor condone hazing activities. Permission or approval by a person being hazed is not a defense. Hazing activities are defined as:

"Any action taken or situation created, intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shocks, quests, treasure hunts, scavenger hunts, road trips, or any other such activities carried on outside or inside of the confines of the chapter house; wearing of public apparel that is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities that are not consistent with academic achievement; fraternal law, ritual, or policy; the regulations and policies of the educational institution; or applicable state law."

**Resources & Key Contacts**

* *Insert Chapter Advisor contact information*
* *Insert Fraternity/Sorority Life Advisor contact information*
* *Insert Vice Archon contact information*
* *Insert Archon contact information*