

Procedures for Membership Recruitment/Intake for the Multicultural Greek Council

To conduct intake/recruitment all chapters must be in good standing with WSU and abide by the following guidelines to ensure processes are efficient and meet best practices.

- All Recruitment/Intake events will be alcohol-free
- All Recruitment/Intake activities and events will take place on campus when possible.
- All recruitment events must be registered and approved via ShockerSync.
- All members of recognized Greek organizations must be registered, degree-seeking students at Wichita State University and have a minimum of a 2.5 cumulative GPA.
- All organizations must be in compliance with their policies, locally, nationally and/or internationally to be eligible to participate in recruitment/intake.
- All interested potential members must submit the Membership Bid Card on ShockerSync in order to have their grades confirmed. People who meet the GPA requirement will be allowed to accept a bid to a fraternity/sorority.
- All organizations within the Multicultural Greek Council, including members of the National Pan-Hellenic Council, must follow the Intake Policy as set forth by Student Involvement
 - At all times, chapters are required to explicitly follow the Membership Intake Program developed and disseminated by their respective (Inter) National Headquarters.
 - All MGC chapters are responsible for educating undergraduate and graduate members regarding all intake policies, procedures, and appropriate activities.
 - Initiation of the chapter intake process is “open,” where chapters may choose any time throughout the calendar year to begin the process with candidates, provided they have sought and received proper approval from the respective (Inter) National Headquarters. The process should start and end in the same semester, unless approval has been granted by both the (Inter) National office and the Chapter Coach (i.e. Student Involvement staff)
 - When a chapter plans to conduct intake, the following **must** be completed with Student Involvement:
 - Notify Council Advisor (i.e. Student Involvement staff) of their intent to conduct intake by completing and submitting the MGC Intake Form, located on ShockerSync, by September 1 in the fall semester and February 1 in the spring semester (dates are subject to change at the discretion of the Council Advisor). All fields of the document must be fully completed. Incomplete forms WILL NOT be accepted by Student Involvement .
 - Notify Student Involvement of the selection of candidates by submitting the *Membership Bid Card form on ShockerSync* within **seven (7) calendar days** of distributing bids or receiving approval from your (Inter) National Headquarters. **This cannot be done any later than midterm** (End of the 8th Week of Classes) unless approved by Student Involvement
 - Intake programs may begin once the Membership Bid Card forms are submitted.
 - Any chapter wishing to host a presentation of their new members must follow the university space reservation procedures and inform Student Involvement staff through the completion of the *MGC Chapter Membership Intake Form*. Presentations must be completed in the same semester as intake.
 - For chapters who meet the above requirements, the Student Involvement staff agrees to keep all intake information confidential until the program is completed by the chapter and the new members have completed a new member presentation.
 - To articulate the policies of Wichita State University and Student Involvement, a Student Involvement staff member must attend a meeting with the prospective members. This meeting must be scheduled with Student Involvement at least **seven (7)**

calendar days prior to the beginning of the new member intake process through the completion of the *MGC Chapter Membership Intake Form*. The Intake process will be halted until the intake meeting takes place.

- Chapters failing to meet these requirements, and/or failing to notify Student Involvement prior to the Intake process are subject to sanctions.
- New Member Presentation
 - If chapters decide to host a new member presentation, it must be done the same semester that the intake process was held.
 - The dates for new member presentations must be turned in with the intake forms in order to prevent any overlap in dates of other chapters.

Statement on COVID-19: The health safety of ALL students is our top priority. We each play a role in combatting COVID-19. We encourage you to utilize virtual means for events, social-distance and wear masks.