

Virginia Tech's Fraternity and Sorority Life **Notice of Membership Intake** Step Two (2)

Name of Organization/ Chapter Designation: _____

Date: _____ **Academic Semester and Year:** _____

Is your chapter planning to conduct Intake/Recruitment this semester?

- Yes. Complete the sections below and on pages two (2) and three (3).
- No. Complete page three (3) only.

If yes:

- When is the chapter's formal rush/informational (anticipated date): _____
- When are prospective members' materials due to the chapter (anticipated date): _____

- If applicable, when are prospective members' being interviewed (anticipated date, time, location): _____

- The chapter will be voting on the prospective members on (anticipated date, time, location): _____

- Intake will start (anticipated date, time, location): _____

- Aspirants/New Members will be initiated on (anticipated date, time, location): _____

- New member presentation will be on (anticipated date, time, location with a rain location) _____

- An FSL staff member **will / will not** (circle one) be needed at an event. If needed, please indicate what the event is and when: _____



Virginia Tech's Fraternity and Sorority Life
Notice of Membership Intake
Step Two (2)

Please provide a brief outline of your intake process schedule below with dates, times, and locations.



Virginia Tech's Fraternity and Sorority Life
Notice of Membership Intake
Step Two (2)

Chapter's Intake Coordinator:

**Chapter Advisor/ Grad Chapter
Overseeing Intake Representative:**

Name

Position in Organization

Phone Number

Signature

Name

Email

Phone Number

Signature

President's Name Printed

Signature

Date

This form must be turned in by end of the second week of the semester.

OFFICE USE

Date Received: _____

Received by: _____

Reviewed by: _____

Notes: ,