



# **Hofstra University**

## **New Member Packet**

Revised: August 12, 2008

# Hofstra Leaders Have Pride

## **PRIDE PRINCIPLES**

### **Personal/Social Responsibility**

Hofstra University places a high value on the growth and development of individuals within the community. Within this developmental context, students must learn to recognize the responsibilities that accompany this citizenship and behave in a manner consistent with the educational mission of the institution. I recognize that I must adhere to the principles of social and personal responsibility and I understand that illegal activity and unacceptable/irresponsible behavior such as drug and alcohol abuse, violence against others, theft and other acts that interfere or infringe on the rights of others will not be tolerated within the community.

### **Respect for All Individuals**

Hofstra University is committed to cultivating students' moral responsibility, aesthetic sensitivity, emotional maturity and physical well-being. Toward this goal, all members of the community must respect the rights of other individuals and groups that make up our community. Behavior that ridicules, denigrates, demeans or attacks the rights of others is contrary to this goal. I will not engage in or condone any such behavior, including harassment, stalking, bias acts, intimidation, coercion, hazing, abusive written/verbal communication, etc. I will demonstrate tolerance and respect for all community members. I will strive to learn and grow from the differences among the members of my community and recognize the value of their contributions.

### **Integrity and Ethics**

Academic integrity is paramount to the creditability of the University's reputation and the scholarly pursuits of its members. Hofstra students bear the ultimate responsibility for upholding the principles of academic honesty and integrity. I will not engage in any activity that will violate the standards of academic integrity and will not tolerate acts of cheating, plagiarism, falsification, forgery, perjury, misrepresentation or dishonesty.

### **Development of Community**

I will work to ensure that my fellow students are living in a safe environment. I will act in a manner that promotes a high-quality learning environment. As a member of this community, I have a responsibility to protect others from hazards to the extent that is reasonable. I understand that it is my responsibility to be knowledgeable about all relevant policies, procedures, and rules that form the basis of Hofstra's Code of Community Standards. I will abide by identification and guest policies and actively promote the safety and security of all aspects of the community. I will honor the guidelines established for residential living such as fire safety and other health and safety matters. I will attend meetings with advisers and Residential Programs staff and will keep up to date with information disseminated through the Hofstra portal and my Hofstra e-mail account in order to remain informed about important issues related to the campus.

### **Expression and Free Exchange**

I understand that I have a right to express myself freely on any subject, provided it does not violate the Student Code of Conduct. I also respect that other members of the Hofstra community are entitled to these same freedoms. In expressing myself, I understand that I must do so in an orderly manner and in a manner that does not interfere with the rights of others. I understand my right to protest is guided by basic principles and responsibilities as outlined in Hofstra's Code of Community Standards and the University's Faculty Policy Series #12: *Academic Freedom and Civil Liberties of Students at Hofstra University*.

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# Hofstra University

## New Member Packet Check List

All the following pieces of information must be completed and submitted to the Office of Student Leadership and Activities for formal written approval before any new member activities may begin.

- Sorority/Fraternity Information Sheet
  
- Calendar of Activities
  
- New Membership Roster
  
- Sorority/Fraternity Individual Contracts  
(Please pick up contracts in the Office of Student Leadership and Activities.)
  
- Campus Advisor Verification Form
  
- National Verification Form
  
- Chapter Verification Form
  
- List of all New Brothers/Sisters (Name, ID#, Phone #, Address)  
(Please submit by \_\_\_\_\_)

# The Goal of Fraternity and Sorority Organizations

Fraternity and sorority organizations provide a milieu of intellectual achievement, awareness of social responsibility, social and personal development, and respect for human diversity. Fraternities and sororities can offer a rich and rewarding experience for those who choose to affiliate. Through the goal statement, the men and women in these organizations reaffirm that the purpose of fraternity and sorority life at Hofstra University is to support, maintain, and encourage the following:

## **A. Intellectual Awareness**

Fraternity and sorority organizations create an atmosphere that encourages its members to broaden their intellectual horizons and sharpen their academic skills. While collectively supporting the norm of academic excellence, fraternities and sororities provide an environment conducive to the free exchange of ideas among its members. In addition, fraternity and sorority organizations assist their members in the pursuit of scholarship and academic achievements by providing tutorial assistance when needed and by rewarding superior academic achievement.

## **B. Social / Personal Responsibilities**

Fraternities and sororities provide an opportunity for their members to learn the meaning and practice of social responsibility. Fraternity and sorority life involves the collective commitments of group living in which individuals learn their own behavior has consequences for each member of the group as well as for the group as a whole. Through participation, the individual has an opportunity to develop skills relating to leadership and fiscal management. Participation in various campus, community, and philanthropic activities fosters the individual's lifelong commitment to community service.

## **C. Equal Opportunity**

Fraternities and sororities provide opportunities for individuals to learn to respect the rights, values, and beliefs of others. Students from diverse cultural, religious, and socioeconomic backgrounds are encouraged to participate in the Greek system. Activities and programs designed to promote understanding and acceptance of diverse populations are a critical part of the fraternity and sororities experience.

In accordance with the mission statement in the Hofstra University Inter-Fraternity Sorority Council Constitution, the fraternities and sororities at Hofstra University will offer equal opportunity for the participation of the individual regardless of race, color, religion, national origin, physical handicap, age, or sex.

# **A Good New Member Education Process.....**

...Provides lasting friendships and mutual support of fellow fraternity and sorority members who have been through similar experiences.

...Teaches leadership, self-government and democracy; you learn how to make and follow through on commitments.

...Allows you to become part of an identifiable group without losing your own individuality.

...Learn to get along with others of differing backgrounds and lifestyles. There is unity within variety.

...Aids in scholastic development by providing a conducive study atmosphere, encourages achievement and recognizes honors.

...Teaches group dynamics; how groups reach decisions and function as a whole, a tool very valuable in careers and society in general.

...Exposes you to broad social experiences, with both Greeks and non-Greeks.

# HOFSTRA UNIVERSITY GUIDELINES FOR NEW MEMBERSHIP ACTIVITIES

The Office of Student Leadership & Activities reserves the right to approve, disapprove, or modify any of the new member policy guidelines and new member activities, at any time. The following are guidelines that govern new membership programs at Hofstra University. Please read them carefully.

**National Organizations.** All new membership programs must be approved in writing by the Office of Student Leadership & Activities and by the National Office. The Office of Student Leadership & Activities will verify the program with the National Office. A letter must be received on National Office letterhead approving all activity before new membership activities begin.

**Local Organizations.** For local groups the Office of Student Leadership & Activities and the group's alumni representative will authorize the new member program.

## Guidelines

### **I. Paperwork**

- a. This packet must be completed in its entirety and approved in writing by the Office of Student Leadership and Activities, 24 hours prior to starting new member activities.
- b. Failure to file this packet with the Office of Student Leadership & Activities will result in immediate suspension of activities and a failure to comply citation will be issued.
- c. Any violations of this membership packet will result in a minimum sanction of \$300 fine to a maximum of revocation of the organization's charter. Letters will be sent to the national organization (where applicable) notifying them of the violation. Individual members of the group may also be charged independently and may be suspended from school if such action is warranted. Repeat violations of this packet can be referred for judicial action with the Office of the Dean of Students. Additional sanctions may also apply.
- d. When members are initiated, a formal notice must be sent to the appropriate council(s) with the initiated member's names and the date the initiation took place. All rosters of new members must also be submitted to the Office of Student Leadership & Activities and the appropriate councils within two days following the initiation.
- e. Any change or modification of initial new member activities must be submitted and approved in writing by the Office of Student Leadership & Activities 24 hours prior to the event.
- f. Any requests or concerns must be put in writing and turned in to the Office of Student Leadership & Activities for review.

### **II. Eligibility of Participation**

- a. First semester freshmen are not permitted to become new members.
- b. Individuals who are not listed as new members in the membership packet may not participate in the new member education process.
- c. All new members must be in good academic standing, have an overall GPA of at least 2.3 and a registered full-time undergraduate student as defined by University policy. This will be verified by the University.
- d. Individuals who are on academic probation may not participate in new member programs.
- e. If unauthorized participation occurs, the organization will be required to pay a sum of \$500 for each illegal new member on academic probation and/or additional sanctioning.

### **III. Scheduling and Participation in Activities**

- a. All members of the organization must attend and participate in all educational programs sponsored by the Office of Student Leadership and Activities.
- b. All new member activities and initiation must be completed by the deadline set by the Office of Student Leadership & Activities. No holdovers will be permitted.
- c. The new member period of any type of formal or informal activities shall not exceed six (6) weeks for fraternities and four (4) weeks for sororities, unless the Office of Student Leadership & Activities has granted permission. Permission is only given under extenuating circumstances.
- d. A minimum of 25 hours per week must be provided to all new members for the purpose of studying, etc. This does not include class time.
- e. New membership activities may not occur after 11 p.m. when classes are in session. During the week new member activities may only occur between the hours of 9 a.m.–11 p.m. and on Friday/Saturday intake may only occur between 10 a.m.-Midnight.
- f. Free time must be allowed daily from 5p.m.-8 p.m. or at least three hours per day if the new member has class.
- g. Pre- and post- new member activity and underground activity will not be permitted.
- h. No new member activities will be permitted during religious or school holidays, breaks, recesses or vacations unless approved in writing by the Office of the Student Leadership & Activities.
- i. New members involved in athletic teams, spirit support groups (Cheerleaders, Twirlers, Pep Band, Dance Team), clubs and/or organizations will be allotted free time for meetings, games and practices (excluding initiation ceremonies).
- j. New member events may not conflict with IFSC, ALFSA, IFC or PANHEL new member activities.

### **IV. Hazing**

Hazing is defined by Hofstra University as generally including any action or situation that occurs for the purpose of initiation, affiliation or continued membership in any organization, whether recognized or not, that:

- a. recklessly, intentionally or unintentionally endangers mental or physical health or involves the forced or encouraged consumption of liquor, drugs, food, beverage or other substances; or,
- b. causes or may cause mental, physical or emotional intimidation, harm or danger; or,
- c. involves mistreatment by playing stunts or practicing abusive, humiliating, repetitive or ridiculous tricks that subject an individual to personal indignity; or,
- d. requires an individual to perform unnecessary, disagreeable, or difficult acts that are harassing in nature and/or create an environment of ridicule or criticism.

The above actions or situations are considered hazing whether they occur on or off campus and whether they are with or without the consent of the individuals involved.

### **V. Drugs and Alcohol**

- a. No current or new member shall be under the influence of alcohol or drugs at any time during the new membership activities.
- b. No Bid Day activities may include alcohol, regardless of whether they are held on or off campus.

## **VI. Involvement with Groups at Other Colleges/ Universities**

- a. New members from other campuses are not permitted on Hofstra's campus without prior approval of the Office of Student Leadership & Activities.
- b. Students from other campuses may not intake Hofstra students.
- c. Fraternities or sororities from other colleges and universities may not conduct any new member activities of their new members on the campus of Hofstra University.
- d. Members of any fraternity or sorority may not be involved with new members from other colleges without written permission by their national office.
- e. Hofstra students may not be involved with any new member process on other college campuses.

## **VII. Additional Rules**

- a. All members of the organization and all new members must read and abide by the contents of this packet.
- b. Honorary members must be approved in writing by the Office of Student Leadership & Activities. Approvals will be granted in extenuating circumstances only.
- c. You may not tell a new member they have been initiated and subsequently inform them otherwise.
- d. No sleepovers may be held on or off campus.
- e. Groups that are not recognized by the Office of Student Leadership & Activities or their National Headquarters are not permitted to recruit/intake students from Hofstra University. Non-recognized groups that conduct underground formal/informal activity of any Hofstra student(s) will not be permitted to petition for recognition for a minimum of four years. Recognized groups that assist underground groups will jeopardize their charter.
- f. No new member activities are permitted in the residence halls.
- g. Reverse new membership activities with organization members will not be permitted.
- h. Absolutely no competitive singing.
- i. The establishment of new member headquarters, either on or off campus, is not permitted.

# **RULES AND REGULATIONS OF HOFSTRA UNIVERSITY AND NEW YORK STATE LAW REGARDING HAZING**

## **INTRODUCTION**

During the fraternity/sorority induction period, it is important to remember that hazing is prohibited by both New York State law and by University policy. It is important also that each fraternity/sorority review its own new membership program to eliminate any and all practices that constitute hazing. In this membership packet you will find both the New York State definition of hazing and the University's definition of hazing. Every member of your organization and every new member/initiate class **MUST** read these regulations and abide by them.

## **DEFINITIONS**

### **LIABILITY**

During the new member process, the group is responsible for the actions of its new member class. In the true meaning of brotherhood/sisterhood, your organization will bear all of the weight of any judicial or administrative mandate resulting from the actions of your new member class. All actions during the induction period are subject to review by the Office of Student Leadership & Activities. Any group found responsible is subject to suspension of charter. Also, each member of the organization may be charged individually by the University, which could result in suspension of the officers of the group. In addition, civil (tort) proceedings and criminal proceedings may be filed against the group and each member of the group in a hazing case.

If you feel that an event, task or any other mandatory or voluntary action performed by new members may constitute hazing, request clarification from the Office of Student Leadership & Activities. You will be told in a straightforward fashion if the action involved is hazing, and alternatives to this action can be discussed in confidence. Feel free to consult your national office (if applicable) concerning possible hazing violations. They will welcome your call and try to work with you in making your chapter a model for your brotherhood/sisterhood. Always consult your group advisor. He/she will know the policies and can help you. New membership activities are a time when new members learn about the group, its ideals and goals, and themselves. Ritual, not hazing, should be the binding force within your fraternity/sorority.

## **RULES/LAWS/REGULATIONS**

The State of New York has enacted a law which requires the University to file with the Board of Regents and the Commissioner of Education its rules and regulations relating to the subject of hazing.

**NOW BE IT HEREBY RESOLVED** that the following Rules and Regulations regarding Hazing are hereby adopted by the University and that the same be filed with the Regents and the Commissioner of Education and be disseminated by the University community.

Hofstra University recognizes that membership in a fraternity/sorority or other campus organization (hereinafter collectively referred to as an organization) can be a meaningful experience in conjunction with other aspects of the educational process. Unfortunately, however membership or new membership

in an organization is sometimes accompanied by a wrongful activity commonly known as hazing.

Hazing is both a violation of the Penal Law and other laws of the State of New York as well as the general regulations of the University. Accordingly, the University hereby reaffirms its policy that it will not condone hazing of any kind. Any student, faculty member, staff member, visitor, licensee, or invitee who engages in hazing may be ejected from the campus, and where appropriate, shall be subject to suspension, expulsion or other disciplinary action. Similarly, the University may take either or both of the following actions against any organization which authorizes hazing or those members (whether individually or in concert) engage in hazing: rescind permission for the organization or prohibit the organization from using the University's name in any manner.

## **DEFINITION**

Hazing has been defined as generally including, among other things:

- a. Any action or situation which recklessly or intentionally endangers mental or physical health or involves the forced consumption of liquor or drugs for the purpose of initiation into or affiliation with any organization.
- b. Any other act or series of acts which cause or are likely to cause mental or physical harm or danger.
- c. Mistreatment by playing stunts or practicing abusive, humiliating or abusive tricks that subject an individual to personal indignity, humiliation or ridicule.
- d. Harassment by enacting unnecessary, disagreeable or difficult work by banter, ridicule or criticism. Some examples of such activities include:
  - Abnormal or unusual dress holding the wearer to ridicule, e.g. extraordinary headgear, costumes, underwear, body painting.
  - Performing unusual or abnormal acts e.g., dancing on tables, standing at attention, standing on window sills, etc.
  - Excessive or unusual physical exercise, e.g., crawling, duck walk, pushups, sit-ups, skipping, hopping, squatting, etc.
  - Verbal harassment or abuse, e.g. yelling, making demeaning remarks, etc.

### **Violations of any of the foregoing prohibitions shall be dealt with by the University as follows:**

1. In the case of any individual or group that is not a member of the University community: the authorization for such individual or group to remain on University property will immediately be revoked and if the individual or group thereafter refuses to leave the University property, necessary and appropriate action to prevent any such individual or group that engages in hazing from re-entering the University property.
2. In the case of a student: the student shall be requested to cease and desist from such prohibited conduct, and if she/he fails to do so, necessary and appropriate action will be taken to restrain and remove such student from University property. In addition, disciplinary proceedings shall be commenced, pursuant to Student and or an Organization's Rights and Responsibilities in Disciplinary Matters against student who engages in hazing. In accordance with those proceedings, the penalties of suspension, expulsion, or other disciplinary action may be imposed. In addition, disciplinary proceedings shall be commenced, pursuant to Student and or an Organization's Rights and Responsibilities in Disciplinary Matters against student who

engages in hazing. In accordance with those proceedings, the penalties of suspension, expulsion, or other disciplinary action may be imposed.

3. In the case of an organization: the organization shall be requested to cease and desist from such prohibited conduct, and if the organization fails to do so, necessary and appropriate action will be taken to eject such organizations from University property. In addition, charges shall be instituted, pursuant to Hofstra University's Fraternity/Sorority Judicial Policy. A hearing shall take place and to the extent applicable the foregoing procedures shall be followed. In addition to the penalties set forth in those procedures, the penalties of temporary or permanent rescission of use of the University's name in any manner by such organization may be imposed.
4. Whenever, in the opinion of the Office of Student Leadership & Activities or designee, the conduct of an individual or organization poses an imminent threat to the physical or emotional safety of himself/herself or others or to property, the Office of Student Leadership & Activities or designee may immediately suspend such individual or organization from the campus pending any appropriate hearing and final determination therein.
5. In addition to the foregoing, the University reaffirms the right to utilize and seek the aid of public authorities and such judicial, civil, and criminal process and proceedings as may, at the direction of the University be necessary and appropriate. Any penalty pursuant to the Penal Law or any other law to which a violator or organization may be subject.
6. The foregoing rules and regulations shall be deemed to be part of the by-laws of all organizations operating on the University's campus. Every organization shall annually review its by-laws with all individuals affiliated with such an organization.

# LIABILITY RESULTING FROM HAZING ACTIVITIES

The cases of student hazing deaths and the state statutes on hazing point to the importance of educating staff and students regarding their legal responsibilities. The kinds and types of liability which might arise out of hazing are both civil and criminal and lend themselves to the kind of prosecution that criminal and civil (tort) cases involving students often follow.

The general principles of criminal and civil (tort) liability will not be discussed here. However, the doctrine of respondent superior deserves some attention.

It is the usual case that college fraternities and sororities are not incorporated. Hence, each member of the organization may be personally liable under the respondent superior doctrine for the contracts and the torts of any other organization member. Thus, when members of a new member class steal lumber for building a homecoming float, the officers of that chapter may be held civilly liable for the monetary damages suffered by the merchant. Conversely, when members of the organization murder a new member by protracted exercise, or by beating, or by inducing alcohol overdose, all members of that chapter may be found civilly liable for the wrongful death of the new member.

In the summer of 1980 the New York legislature passed a bill in an attempt to control hazing on college campuses. The purpose of the law was to provide the basis for colleges and universities to take disciplinary action against campus organizations and to heighten the awareness of the seriousness of hazing practices. Provisions of the law are required to be incorporated into the disciplinary policies of all colleges and universities throughout the state.

The legislation passed at the time amended the section of the Education law pertaining to the maintenance of public order and required adoption of rules and regulations to achieve that end. It was applicable to students, faculty, staff, visitors, licensees, and all organizations.

Two (2) types of sanctions were specified under the new law. Individual violators were subject to institutional discipline including the possibility of suspension or expulsion. In the case of organizations, permission to operate on campus could be rescinded. In either case, amending the Education Law limited jurisdiction to campus owned property. Thus, there was the question regarding what authority the institution could exercise off campus. In 1988 the legislature amended the Penal Law and created two separate classifications of hazing, giving authorities the right to prosecute offenders in a criminal setting. The hazing law reads as follows:

## **120.16 HAZING**

A person is guilty of hazing in the first degree when, in the course of another person's initiation into or affiliation with any organization, he/she intentionally or recklessly engages in conduct which creates a substantial risk of physical injury to such other person or a third person and thereby causes such injury. Hazing in the first degree is a Class A Misdemeanor.

## **120.17**

A person is guilty of hazing in the second degree when, in the course of another person's initiation or affiliation with any organization, he/she intentionally or recklessly engages in conduct which creates a substantial risk of physical injury to such other person or a third person. Hazing in the second degree is a violation.

The New York legislature repeated the section of the code which included verbal harassment as a form of hazing, punishable as a misdemeanor. It should be noted, however, that based on New York case law, a person might still face civil liability for harassing another person for a hazing ritual. Civil liability can result in the awarding of monetary damages.

This legislative change substantially strengthens anti-hazing laws for two (2) reasons. First, including it in the Penal Law makes hazing punishable in the civil courts as well as on campus, thereby extending jurisdiction. It also presents more of a threat to individual violators. In addition, off-campus law enforcement agencies are generally more capable of conducting a thorough and successful investigation.

Second, a class A misdemeanor is punishable in New York State by up to one (1) year in jail and/or a \$1,000 fine. This should serve as a deterrent to those who might be tempted to engage in hazing activities. There is little question that the new law has significantly strengthened the hand of the State in dealing with hazing. Hopefully, this strength will serve as an obstacle to further acts of senseless endangerment and ridicule on campuses throughout the State.

# Examples of Hazing

**The following outlines some examples of behavior that can be defined as “hazing” and will be dealt with by the University. This behavior is considered hazing whether the activity is carried out voluntarily or involuntarily by the individual. This list is by no means comprehensive, but is meant to help organizations understand the broad scope of hazing behavior. Please be aware the ALL forms of hazing are taken very seriously and not tolerated by the University**

## **Subtle Hazing**

Subtle hazing are behaviors that emphasize a power imbalance between new members/rookies and other members of the group or team. This is called “subtle hazing” because these types of hazing are often taken-for-granted or accepted as “harmless” or meaningless. Subtle hazing typically involves activities or attitudes that breach reasonable standards of mutual respect and place new members/rookies on the receiving end of ridicule, embarrassment, and/or humiliation tactics. New members/rookies often feel the need to endure subtle hazing to feel like part of the group or team. Some examples of subtle hazing include:

- Deception
- Assigning demerits
- Silence periods with implied threats for violation
- Deprivation of privileges granted to other members
- Assigning new members/ rookies duties not required by others
- Social isolation
- Line-ups and drills/tests on meaningless information
- Name calling
- Requiring new members/ rookies to refer to other members with titles (e.g. Mr./ Miss)
- Expecting certain items to always be in one’s possession
- Requiring new members/ rookies to dress identically

## **Harassment Hazing**

Harassment hazing are behaviors that cause emotional anguish or physical discomfort in order to make new members/rookies feel like part of the group. Harassment hazing confuses, frustrates, and causes undue stress for new members/rookies. Some examples of harassment hazing include:

- Verbal or written abuse/harassment
- Threats or implied threats
- Asking new members/ rookies to wear abnormal, unusual, humiliating attire
- Requiring excessive or unusual physical activities
- Performing unusual or abnormal acts/skits that are degrading, crude and/or humiliating
- Personal servitude
- Sleep deprivation; required group sleepovers
- Deprivation of a normal schedule of hygiene
- Being expected to harass others

## **Violent Hazing**

Violent hazing are behaviors that have the potential to cause physical and/or emotional, or psychological harm. Some examples of violent hazing include:

- Forced or coerced alcohol or other drug consumption
- Beating, paddling or forms of assault
- Branding or burning

- Water intoxication
- Requiring public nudity, lewd behavior or other acts that are contrary to an individual's moral or religious beliefs
- Expecting illegal activity
- Bondage
- Abduction/ kidnapping
- Exposure to extremes in temperature
- Confinement within a small area

(UMaine Peer Education Program <http://www.umaine.edu/peered/hazing.htm>)

Accordingly, the University hereby reaffirms its policy that it will not condone any form of hazing whether it occurs within a recognized campus organization or through implied membership in an unrecognized organization. As outlined in the Code of Community Standards, any student, faculty member, staff member, visitor, licensee or invitee who engages in hazing may be removed from the campus and, where appropriate, shall be subject to suspension, expulsion or other disciplinary action. Similarly, as outlined in the Code of Community Standards for Organizations, the University may take any or all of the following actions against any organization that authorizes hazing or those members (whether individually or in concert) who engage in hazing: rescind permission for the organization to operate on campus property, rescind recognition of the organization, and prohibit the organization from using the University's name in any manner.

## **Are We Hazing?**

If you can answer yes to all these questions and your new member education activities do not violate any policy outlined in this document, then you are most likely not hazing.

1. Will this activity achieve one or more of the aims of the fraternity/sorority?
2. Would you be willing to describe the details of every activity to your chapter advisor?
3. Would you be willing to perform this activity in front of a Hofstra University Administrator?
4. Would you be prepared to go to court to defend the merit of this activity?
5. Would you be willing to share a written description of the activity for the other chapters to use?

(KAΘ Fraternity, Inc.)

# Sorority/Fraternity Information Sheet

Name of Organization: \_\_\_\_\_

Filing Date: \_\_\_\_\_

Current Number of Members: \_\_\_\_\_

MEMBERSHIP DATES:

START \_\_\_\_\_ END \_\_\_\_\_

**Time period: must not exceed six (6) weeks for fraternities or (4) weeks for sororities unless written approval is granted by the assistant director of the Office of Student Leadership and Activities (OSLA). All membership activities must be completed by the date posted by OSLA.**

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## CONTACTS

President: \_\_\_\_\_ Membership Educator: \_\_\_\_\_  
Address: \_\_\_\_\_ Address: \_\_\_\_\_

Phone#: \_\_\_\_\_ Phone #: \_\_\_\_\_  
E-Mail: \_\_\_\_\_ Email: \_\_\_\_\_

Faculty Advisor: \_\_\_\_\_ National Advisor: \_\_\_\_\_  
Address: \_\_\_\_\_ Address: \_\_\_\_\_

Phone#: \_\_\_\_\_ Phone #: \_\_\_\_\_  
E-Mail: \_\_\_\_\_ Email: \_\_\_\_\_

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## SEMESTER INTAKE INFORMATION

Number of Potential New Members: \_\_\_\_\_

Number of bids given: \_\_\_\_\_

Number of bids accepted: \_\_\_\_\_

1<sup>st</sup> Meeting \_\_\_\_\_

3<sup>rd</sup> Meeting \_\_\_\_\_

2<sup>nd</sup> Meeting \_\_\_\_\_

4<sup>th</sup> Meeting \_\_\_\_\_

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## INTAKE CALENDAR

Please provide a typed calendar/list of New Member activities which includes:

Activity in detail

Time

Location

# New Membership Roster

**\*\*EACH PORTION MUST BE FILLED IN COMPLETELY BY NEW MEMBER\*\***

We have read and understand the Hofstra University New Member Packet and regulations of Hofstra University and New York State Laws regarding hazing. Furthermore, we attest and affirm that under no conditions will we deviate in any way from the activities prescribed in this membership packet. We also affirm that we will not allow anyone to violate or abuse our rights as individuals or as a group. Should any violation occur, we agree to contact Public Safety, the Office of Student Leadership & Activities and/or the Dean of Students Office. My signature below affirms that I have read the rules and regulations outlined in this packet and agree to abide by them.

1. Name	_____	4. Name	_____
Home Address	_____	Home Address	_____
Home Town/State/Zip	_____	Home Town/State/Zip	_____
Home Number	_____	Home Number	_____
Cell Number	_____	Cell Number	_____
HU Address	_____	HU Address	_____
E-Mail Address	_____	E-Mail Address	_____
700#	_____	700#	_____
Class Standing	_____	Class Standing	_____
Signature	_____	Signature	_____

2. Name	_____	5. Name	_____
Home Address	_____	Home Address	_____
Home Town/State/Zip	_____	Home Town/State/Zip	_____
Home Number	_____	Home Number	_____
Cell Number	_____	Cell Number	_____
HU Address	_____	HU Address	_____
E-Mail Address	_____	E-Mail Address	_____
700#	_____	700#	_____
Class Standing	_____	Class Standing	_____
Signature	_____	Signature	_____

3. Name	_____	6. Name	_____
Home Address	_____	Home Address	_____
Home Town/State/Zip	_____	Home Town/State/Zip	_____
Home Number	_____	Home Number	_____
Cell Number	_____	Cell Number	_____
HU Address	_____	HU Address	_____
E-Mail Address	_____	E-Mail Address	_____
700#	_____	700#	_____
Class Standing	_____	Class Standing	_____
Signature	_____	Signature	_____

# New Membership Roster

**\*\*EACH PORTION MUST BE FILLED IN COMPLETELY BY NEW MEMBER\*\***

7. Name \_\_\_\_\_  
Home Address \_\_\_\_\_  
Home Town/State/Zip \_\_\_\_\_  
Home Number \_\_\_\_\_  
Cell Number \_\_\_\_\_  
HU Address \_\_\_\_\_  
E-Mail Address \_\_\_\_\_  
700# \_\_\_\_\_  
Class Standing \_\_\_\_\_  
Signature \_\_\_\_\_

11. Name \_\_\_\_\_  
Home Address \_\_\_\_\_  
Home Town/State/Zip \_\_\_\_\_  
Home Number \_\_\_\_\_  
Cell Number \_\_\_\_\_  
HU Address \_\_\_\_\_  
E-Mail Address \_\_\_\_\_  
700# \_\_\_\_\_  
Class Standing \_\_\_\_\_  
Signature \_\_\_\_\_

8. Name \_\_\_\_\_  
Home Address \_\_\_\_\_  
Home Town/State/Zip \_\_\_\_\_  
Home Number \_\_\_\_\_  
Cell Number \_\_\_\_\_  
HU Address \_\_\_\_\_  
E-Mail Address \_\_\_\_\_  
700# \_\_\_\_\_  
Class Standing \_\_\_\_\_  
Signature \_\_\_\_\_

12. Name \_\_\_\_\_  
Home Address \_\_\_\_\_  
Home Town/State/Zip \_\_\_\_\_  
Home Number \_\_\_\_\_  
Cell Number \_\_\_\_\_  
HU Address \_\_\_\_\_  
E-Mail Address \_\_\_\_\_  
700# \_\_\_\_\_  
Class Standing \_\_\_\_\_  
Signature \_\_\_\_\_

9. Name \_\_\_\_\_  
Home Address \_\_\_\_\_  
Home Town/State/Zip \_\_\_\_\_  
Home Number \_\_\_\_\_  
Cell Number \_\_\_\_\_  
HU Address \_\_\_\_\_  
E-Mail Address \_\_\_\_\_  
700# \_\_\_\_\_  
Class Standing \_\_\_\_\_  
Signature \_\_\_\_\_

13. Name \_\_\_\_\_  
Home Address \_\_\_\_\_  
Home Town/State/Zip \_\_\_\_\_  
Home Number \_\_\_\_\_  
Cell Number \_\_\_\_\_  
HU Address \_\_\_\_\_  
E-Mail Address \_\_\_\_\_  
700# \_\_\_\_\_  
Class Standing \_\_\_\_\_  
Signature \_\_\_\_\_

10. Name \_\_\_\_\_  
Home Address \_\_\_\_\_  
Home Town/State/Zip \_\_\_\_\_  
Home Number \_\_\_\_\_  
Cell Number \_\_\_\_\_  
HU Address \_\_\_\_\_  
E-Mail Address \_\_\_\_\_  
700# \_\_\_\_\_  
Class Standing \_\_\_\_\_  
Signature \_\_\_\_\_

14. Name \_\_\_\_\_  
Home Address \_\_\_\_\_  
Home Town/State/Zip \_\_\_\_\_  
Home Number \_\_\_\_\_  
Cell Number \_\_\_\_\_  
HU Address \_\_\_\_\_  
E-Mail Address \_\_\_\_\_  
700# \_\_\_\_\_  
Class Standing \_\_\_\_\_  
Signature \_\_\_\_\_



# Name of Organization

## Organization's Mission Statement

Furthermore, Hofstra University defines hazing as follows:

“Hazing has been defined as generally including, among other things:

- A. Any action or situation which recklessly or intentionally endangers mental or physical health or involves the forced consumption of liquor, drugs, food, beverage or other substances for the purpose of initiation into or affiliation with any organization.
- B. Any other act or series of acts which cause or are likely to cause mental or physical harm or danger.
- C. Mistreatment by playing stunts or practicing abusive, humiliating or abusive tricks that subject an individual to personal indignity, humiliation or ridicule.
- D. Harassment by enacting unnecessary, disagreeable or difficult work by banter, ridicule or criticism. Some examples of such activities include:
  - abnormal or unusual dress holding the wearer to ridicule, e.g. wearing only hosiery, costumes, underwear, body painting.
  - performing unusual or abnormal acts such as dancing on tables, standing on window sills, etc.
  - excessive or unusual physical exertion, e.g., crawling, power walk, pushups, situps, skipping rope, etc.
  - verbal abuse, e.g., making demeaning remarks, etc.”

I, \_\_\_\_\_, a member of **Name of Organization**, agree to the definition of hazing as described above and confirm that I have read and understand the Hofstra University New Member Education and regulations of Hofstra University and New York State Laws regarding hazing. Furthermore, I attest and affirm that under no conditions will I deviate in any way from the activities prescribed in this membership packet. To the contrary, violations will result in judicial action against the group and/or individual students within the group. Lastly, I have read and will abide by all policies issued by my organization's national headquarters regarding hazing and/or new member activities.

Member: \_\_\_\_\_ Signature: \_\_\_\_\_

Hofstra ID: \_\_\_\_\_ Phone Number: \_\_\_\_\_

We certify that the member above as met all of these requirements to participate in the pledge process.

President: \_\_\_\_\_ Signature: \_\_\_\_\_

New Member Educator: \_\_\_\_\_ Signature: \_\_\_\_\_

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### Office Use Only

Date Submitted: \_\_\_\_\_

# Campus Advisor Verification Form

(Please note that the campus advisor is a Hofstra University faculty or staff member.)

The new member activity program has been outlined, discussed, and approved in writing by the Office of Student Leadership & Activities, at least 24 hours prior to the start of new member activities. I have met with representatives of the chapter. I understand that Hofstra University does not support any activity, on or off campus, at any point during the recruitment, bid distribution, or induction period that violates any guidelines in the New Member Packet and the Code of Community Standards for Hofstra University Organizations. I understand that the chapter's leadership and national headquarters must also submit a signed verification form.

As the campus advisor, I have reviewed, am knowledgeable of and have approved all new membership activities.

CAMPUS ADVISOR

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
E-mail Address

\_\_\_\_\_  
Signature/ Date

**Sample Copy**

**This form needs to be executed and approved by the organization's national headquarters before submitting the Chapter Verification Form. This form can be faxed, emailed, or mailed to the Office of Student Leadership and Activities.**

**NATIONAL VERIFICATION FORM**

(Must be photocopied onto National letterhead and filled out completely)

The new member activity program has been outlined, discussed, and approved in writing by the Office of Student Leadership & Activities, at least 24 hours prior to the start of new member activities. I have discussed the program with representatives of our chapter. Furthermore, I have read and shared all of the New Member Packet information with the respective headquarter staff members of my organization. My organization agrees to comply with all new member guidelines, University regulations, and the New York State Law. I understand that Hofstra University does not support any activity, on or off campus, at any point during the recruitment, bid distribution, or induction period that violates the guidelines in the New Member Packet and the Code of Community Standards for Hofstra University organizations. I understand that the chapter's leadership and campus advisor must also submit a signed verification form. Lastly, I understand that if our national chapter status changes from this point forward, we must submit formal written notice to the Office of Student Leadership & Activities, Hofstra University.

As the designated national representative of the organization, I have reviewed, am knowledgeable of and have approved all new member activities.

NATIONAL REPRESENTATIVE

Name (Print)

Phone Number

E-Mail Address

Signature/ Date

**Sample Copy**

# Chapter Verification Form

The new member activity program has been outlined, discussed, and approved in writing by the Office of Student Leadership & Activities, at least 24 hours prior to the start of new member activities. I have discussed the program with representatives of our chapter. Furthermore, I have read and shared all of the New Member Packet information with ALL members of my organization as well as the individuals selected as new members. My organization agrees to comply with all new member guidelines, University regulations, and the New York State Law. I understand that Hofstra University does not support any activity, on or off campus, at any point during the recruitment, bid distribution, or induction period that violates any guidelines in the New Member Packet and the Code of Community Standards for Hofstra University Organizations. I understand that our national headquarters and campus advisor must also submit a signed verification form. Lastly, I understand that if our national chapter status changes from this point forward, we must submit a formal written notice to the Office of Student Leadership & Activities at Hofstra University.

As President, Vice-President, and Membership Educator of \_\_\_\_\_ Organization, we accept any and all responsibility for our Chapter's activities.

**PRESIDENT**

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Signature/Date

**VICE PRESIDENT**

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Signature/Date

**NEW MEMBER EDUCATOR**

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Signature/Date

**ASSISTANT DIRECTOR OF STUDENT LEADERSHIP & ACTIVITIES**

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Signature/Date

**Sample Copy**