



Recruitment Rules

Section 1: Definitions

1. Recruitment is hereby defined as a process of mutual selection during an activity, or period of activities, in which an Interfraternity Council (IFC) member fraternity promotes its organization to influence and gain the membership of enrolled undergraduate students at Kennesaw State University.
2. Formal recruitment period is hereby defined as a period during which all IFC member fraternities participate in recruitment activities as coordinated by the IFC.
3. "Fraternity" is to be defined to include the actions of members and associate/pledge members, alumni, and mother's/father's clubs, or anyone acting on behalf of the fraternity.
4. "Alcohol" is to be defined as an intoxicating spirit, including 3.2% beer, and so called "non-alcoholic" beers.
5. "Limited contact" is a period of time in which fraternity members or agents in the fraternity may not have excessive or prolonged contact with the prospective member, to the point of discomfort for that prospective member.
6. "Prospective member" is to be defined as any undergraduate student enrolled in 12 credit hours at Kennesaw State University who satisfies all the recruitment requirements and is participating in Kennesaw State University IFC Recruitment.
7. "New member" is hereby defined as a prospective member who has signed a bid and grade release form.
8. A "bid" is hereby defined as any oral or written invitation to join an IFC member fraternity at the local or national level.

Section 2: General Information

1. Any members (including alumni and guests) are responsible for understanding and complying with all recruitment guidelines and policies.

2. **IFC Executive Board members may not under any circumstances inform prospective members of their chapter affiliation during or prior to recruitment, specifically from January 1st to the completion of Spring recruitment and from May 1st until the end of Fall recruitment.** They may not provide advice or make recommendations beyond answering questions concerning the overall fraternity community of recruitment procedures.
3. Open recruitment will begin following the IFC Recruitment and continue throughout the academic year.
 - a. A signed grade release must be turned into the Office of Fraternity and Sorority Life and approved by the IFC Advisor or an IFC Executive Board member prior to a bid being given out.
 - b. An accepted bid must be reported within 24 hours of its acceptance by notifying the IFC Advisor and the new member must be added to the chapter's roster immediately.
 - c. These steps must occur year-round in recruitment.
4. The use of alcoholic beverages or drugs in the presence of prospective members during the recruitment process is prohibited. This provision includes Bid Day.
5. **Bids may ONLY be offered on Bid Day to eligible prospective members who have submitted a completed Recruitment application and grade release form to the Office of Fraternity and Sorority Life prior to a predetermined deadline. No bids may be offered prior to Bid Day.**
6. Bid Day shall officially ends at a designated time at the end of recruitment. Any further events must be in accordance with the (inter) national fraternity headquarters, FIPG guidelines, and Kennesaw State University Student Code of Conduct. Those who violate these policies will be subject to IFC and University sanctions.
7. In accordance with the National Panhellenic Conference (NPC), no Panhellenic women may participate in the IFC Recruitment process. The number of non-Panhellenic women attending IFC Recruitment events cannot exceed 50% of the smallest fraternity chapter recognized by the University.
8. No men outside the fraternity other than the Department of Student Life, Office of Fraternity and Sorority Life, National Headquarters Staff, Alumni, or prospective members are allowed at recruitment events.
9. The IFC Executive Board cannot actively recruit for their chapter during the recruitment processes.

Section 3: Prospective Member Eligibility Requirements

1. Attendance at formal recruitment functions, bid acceptance, and fraternity membership is strictly limited to undergraduate students enrolled in 12 or more credit hours at Kennesaw State University.
2. All prospective members must complete the IFC recruitment application and pay the \$30 fee prior to the beginning of the IFC recruitment process. Prospective members should complete the application Friday prior to the commencement of recruitment week.
3. **All prospective members must have at least a 2.5 cumulative GPA accumulated throughout high school or college coursework. If it is discovered that a prospective member has accepted a bid without the required GPA, he will be automatically disassociated.**
4. All prospective members going through IFC recruitment must attend at least one recruitment event in order to receive a bid. Only prospective members participating in recruitment may receive a bid at the end of the process.

Section 4: Social Contact/ Conversations

1. There will be limited contact during the summer. The Summer Contact Policy is as follows:
 - a. Flyers and Letters may be sent or handed out to incoming male students and their parents with pre-approval from the IFC Executive Board and Advisor.
 - b. The IFC may send postcards, flyers, or letters to the incoming male students and their parents as well as an electronic newsletter about Fraternity life at Kennesaw State. The printing and postage costs will come from the IFC budget. The Office of Fraternity and Sorority Life can provide general information about the campus and community.
 - c. Contact information for men who sign up for recruitment will be distributed monthly to the chapters. Contact with them shall be non-invasive and the IFC Executive Board must first approve any material distributed to them.
 - i. This information shall not be abused by over-contacting these men. Also, at no time may there be any parties or events involving 2 or more initiated members with alcohol or drugs in which prospective members are invited (over the summer, recruitment, bid day, or associate/ new member period). The Office of Fraternity and Sorority Life and the IFC staff will be monitoring social media outlets for information thought to be destructive to the Greek community.
2. Fraternity members will not be allowed in the Carmichael Student Center after preference signing and during bid acceptance, with the

exception being during bid acceptance for two representatives from each chapter to be in the designated waiting area.

3. Individual recruitment chairs of each chapter must submit all promotional items (t-shirts, banners, flyers, cups, koozies, etc.) to the IFC at the designated time prior to the beginning of Recruitment.

Section 4: Guidelines and Procedures for Alumni

1. Alumni are involved in recruitment to assist with a successful recruitment, and in no way participate in verbally extending bids to prospective members.

Section 5: Individual Chapter Recruitment Regulations

1. For formal recruitment, all IFC member fraternities must submit a complete of formal recruitment events, with dates, times, and locations, 6 weeks before formal recruitment.
2. All formal, semi-formal, and informal events must be held in accordance with each fraternity's risk management policies as well as the policies of the University.
3. The IFC Vice President for Membership and the Office of Fraternity and Sorority Life must approve all events, media, t-shirt, locations, etc. by designated date before recruitment.
4. No fraternity members shall talk negatively or commit any discriminating action toward other fraternities, in any manner whatsoever, at any time with a prospective member.
5. If a chapter does not participate Orientation, they are no longer allowed to participate in that year's recruitment.
6. **No recruiting during Orientation or after 4pm outside of your allotted chapter slot and location.**

Section 6: Prospective Members

1. Prospective members who are unable to attend events during formal recruitment due to academics conflicts must submit a written excuse or email the IFC advisor or Vice President for Membership no later than two hours before that particular set of event(s) begins.
2. Prospective members may not attend any fraternity parties, involving alcohol/drugs, until the end of the recruitment process.
3. Strict silence is the period in which there will be no conversation or contact with prospective members by fraternity members, new members, or alumni.
 - a. This includes all references to fraternity: verbal, written, printed, or typed.

- b. During the recruitment week, strict silence is defined as the period of time between the last recruitment event of the evening and 8 o'clock the following morning.

Section 7: Formal Recruitment Events

1. Prospective members are required to attend more than one fraternity's event during recruitment week.
2. The acceptance or decline of bids by the prospective members will be done under the supervision of the Vice President of Membership and the Office of Fraternity and Sorority Life.
3. Members of the IFC, Office of Fraternity and Sorority Life, Office of Students, and/or Kennesaw State University officials will be present in the designated areas for fraternity recruitment for all events.

Orientation

- All prospective members are required to attend Orientation for recruitment.
- If a prospective member leaves during any portion of any fraternity's chapter values (orientation) presentation, that prospective member will be required to attend one of that fraternity's recruitment events.
- Each chapter will be provided 15 minutes to present during Orientation.
- Each chapter will be allowed no more than 5 initiated members to present to the prospective members.
- Chapters may have the remainder of their chapter present after Orientation.
- If a chapter does not participate in Orientation, they are no longer allowed to participate in that semester's recruitment.
- During Orientation, a chapter may not go over the time designated by the IFC.

Recruitment Events #1, #2, #3

- All prospective members will meet at the Student Center Atrium to travel to the designated areas for recruitment events.
- All chapters will be allotted a 90-minute slot for recruitment.
- The Vice President for Membership and the IFC Advisor must approve all recruitment event activities prior to the event.
- IFC officers and Kennesaw State University officials will escort prospective members from location to location.

Preference Card Signing Night

- Preference cards will be handed out at the end of the third night of recruitment.

- Prospective members will fill out the fraternities in which they have interest in, so they may interview with those chapters during interview night.

Interview Night

- All prospective members will meet in the Student Center Atrium to travel to designated areas for interviews
- Prospective members must interview visit all chapters that were preferenced in order to be eligible to accept a bid. Prospective members will be unable to accept a bid for one semester if they fail to attend all fraternity chapters that were preferenced.
- IFC Officers will log all prospective members in at each location when they arrive for their interview.
- Prospective members must complete their interviews by 10:00 P.M.

Bid Day

- All bids will be due to the Office of Fraternity and Sorority Life no later than a designated time on Bid Day. Bids issued at the end of Formal Recruitment are due with an alphabetized excel list to the Vice President for Membership no later than a designated time on Bid Day.
- Chapters will be charged \$100 if bids are not turned in on time with a complete and accurate list.
- Any chapter that turns in bids late risks not having their bids handed out.
- The Bid process will be open to prospective members from an allotted time period designated by the Interfraternity Council.
- Bids will be accepted in the Student Center Atrium and members accepting bids will be escorted to the University Rooms to wait with their chapters.
- Fraternity members (including alumni) shall have no contact with prospective members until after the noon acceptance deadline.
- During this process, fraternity members shall not be allowed on the first floor of the Student Center with the exception of two representatives from each chapter.
- Anyone showing signs of drinking or intoxication will be asked to leave and will not be allowed to participate in Bid Day activities. Police and Kennesaw State University officials will also enforce Student Code of Conduct and the student(s) will face the Kennesaw State University and the IFC Judicial Board policies.

Section 8: Recruitment Violations

1. No alcohol or drugs can be present at any event during recruitment week, as well as no initiated member from a chapter is allowed to be under the influence of drugs or alcohol.

- If a prospective member is under the influence of alcohol/drugs or has alcohol/drugs at a recruitment events, that prospective member is no longer a candidate for recruitment and is subject to Student Code of Conduct charges,
 - If an initiated member from a chapter is found to be under the influence or in possession of alcohol/drugs during a recruitment event, the suspect will be removed from the event, subject to Student Code of Conduct charges, and the chapter will be subject to the IFC Judicial Board.
2. If chapters are found guilty of recruiting prospective members by violating the previously stated policies, the IFC Judicial Board will mandate the following:
 - i. First offense: Chapter will not be allowed to participate in remaining nights of recruitment or will lost privileges during the next recruitment process.
 - ii. Second offense: first offense penalties and loss of intramural privileges for the semester plus a \$500 fine.
 - iii. Third offense: First and second offense penalties and social probation for the semester plus a \$1000 fine.
 4. Prospective members that are found guilty of participating in event with alcohol/drugs will be removed from the recruitment process and must wait until the end of the current academic semester before going through with the process again.
 5. Chapters who are found in violation of strict silence will lost 15 minutes of recruitment events per prospective member contacted.