**New Member Education Process Plan**

*Please bring this completed form to the new member process discussion with SLI. Your schedule will be reviewed along with the university anti-hazing policy. To remain in compliance with university policies this meeting* ***must occur*** *one week before you begin your new member process. Remember to review the* [*university antihazing policy*](https://www.wcupa.edu/policies/documents/Antihazing%20Policy%20.pdf)*.*

Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is your schedule submitted to a national organization yes no

Inter/National Organization Contact: (Name, title, email) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If applicable this information will be sent to regional or international headquarters. Please type on this form and be as detailed as possible. The New Member Education Process should:

* Match the inter/national organization’s new member education process and will be reviewed for this qualification.
* The New Member Education Process MAY be shorter than seven weeks but can ***NOT*** be longer than *seven (7) weeks* (fall and spring break do not count in this timeframe) and must be completed *1 week (7 days)* prior to last day of classes day.
* All events/meetings ***MUST*** conclude by 12 midnight.
* All new member activities must take place on campus. Prior approval is required for off-campus locations and must be requested in the submitted New Member Education Plan.

Recruitment Start Date: Recruitment End Date:

Date Membership invitations distributed: Membership invitation acceptance date:

Education Start Date: Initiation Date:

1. Please state the goals of your New Member Education Process. Activities not in alignment with stated goals will be asked to be modified.

1. Please list all the requirements that each new member is expected to accomplish during their New Member Education Process (i.e. pass national test, attend all meetings, hold leadership positions, attend chapter meetings & chapter events, conduct a fundraiser, plan a service project etc.). Please identify what is mandatory and what is optional.
2. When and how will the new members be informed of their new member education schedule, commitments and timeline?
3. If applicable, please list when during your process new members receive a big brother/sister/mentor.
4. Please explain how the organization would remove a potential new member from the process.

**Week 1: (Dates) \_\_\_\_\_\_\_\_**

1.Please state the purpose and goals of the week.

2. Please complete the calendar **with activities, times, and locations below**. Please remember all intake/new member activities must conclude by 12 midnight.

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**Week 2: (Dates) \_\_\_\_\_\_\_\_**

1. Please state the purpose and goals of the week.

2.Please complete the calendar **with activities, times, and locations below**. Please remember all intake/new member activities must conclude by 12 midnight.

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**Week 3: (Dates)**

1. Please state the purpose and goals of the week.

2.Please complete the calendar **with activities, times, and locations below**. Please remember all intake/new member activities must conclude by 12 midnight.

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**Week 4: (Dates)**

1. Please state the purpose and goals of the week.

2.Please complete the calendar **with activities, times, and locations below**. Please remember all intake/new member activities must conclude by 12 midnight.

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**Week 5: (Dates)**

1. Please state the purpose and goals of the week.

2.Please complete the calendar **with activities, times, and locations below**. Please remember all intake/new member activities must conclude by 12 midnight.

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**Week 6: (Dates**

1. Please state the purpose and goals of the week.

2.Please complete the calendar **with activities, times, and locations below**. Please remember all intake/new member activities must conclude by 12 midnight.

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**Week 7: (Dates)**

1. Please state the purpose and goals of the week.

2.Please complete the calendar **with activities, times, and locations below**. Please remember all intake/new member activities must conclude by 12 midnight.

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