Event Approval: Registered student organizations are required to register all meetings on campus and events (to include classroom space requests and fundraisers) 10 business days before they are scheduled to occur. Chapter Advisors must approve the registration form before Greek Life will review all on-campus events. Events where alcohol is being served, must be submitted to LSUPD with a signed security contract delivered to their office at least 15 business days prior to the event along with submitting the registration form. Greek Life will approve at least three days in advance only when the chapter advisor, LSUPD, Alcohol Beverage Control, and vendor have approved the registration form. Events held at chapter houses that do not require security, vendors, Facility Services or Parking and Transportation services that a chapter would like placed on the Greek Life calendar must be submitted 10 days prior to the event. Large scale events on campus that invite non-members should be communicated to LSU PD by sending an email to lsupdevents@lsu.edu. The email should include, date, time, place, anticipated attendance.

Events will only be approved if the organization is current with the following:

- Greek related forms/requirements (PM-68, roster updates, chapter advisor, intake forms, Greek Assessment items, financial obligations, etc.).
- Registration of organization on Tigerlink.
- Respective Council requirements (dues and in good standing).
- In good standing with the University Bursars’ Office.
- Delayed documents as a result of conduct outcomes.

Philanthropy Events/Service Projects. Approved philanthropy events/service projects involving the participation of other chapters, will be listed on the Greek Life calendar on a first come, first serve basis. One sorority and one fraternity will occupy each date. If a chapter wants to host their event on a booked date, the president requesting the event shall seek permission from the president(s) with the secured date and provide an email to the respective Council advisor confirming their consent.

- NPHC organizations shall abide by the NPHC Council Program Agreement.
- Panhellenic/IFC groups abide by the LSU Panhellenic/IFC Philanthropy resolution.

IFC/PHC Pledging and Initiation
To support students’ academic success, pledging, initiation meetings, activities and ceremonies will cease from the day before Thanksgiving through the first week prior to the spring semester. For the spring semester, all activities and ceremonies must cease prior April 25, through the last day of finals. Recognizing that some inter/national organizations require the first semester GPA
in order to initiate and activities must take place during this time, an “exception letter” shall be submitted to Greek Life no later than October 1, and March 1, each year from the inter/headquarters requesting an exemption, for the respective semester.

- **NPHC Membership Intake Process (MIP) and New Member Presentation**
  a. **NPHC Greek Code/101** - Greek Life in conjunction with the NPHC of LSU will sponsor a semester informational session called Greek 101 or Greek Code, in an effort to provide information to students. Each NPHC member organization will give a brief overview of membership, the Greek experience and information on university policy. Two Greek 101 sessions will be offered during the academic year, at the beginning of the Fall and Spring semesters. These will occur on **Wednesday, August 24, 2016 and Wednesday, January 18, 2017.**
  b. **Membership Intake Process/New Member Presentation** policies will be followed in accordance with Greek Life policies.
  c. NPHC organizations must complete intake processes on or before **Thursday, November 3, 2016 @ 4:00 p.m. for the Fall semester and Thursday, March 23, 2017 @ 4:00 p.m. for the Spring semester.**
  d. Fall and Spring semester new member presentations are **Friday, November 4, 2016 and Friday, March 24, 2017 respectively. All NPHC organizations must participate in the new member presentation. Any exceptions will be made based on information presented to the Director of Greek Life.**
  e. **NPHC New Member Orientation:** All NPHC members are required to attend the new member orientation, within the semester of their initiation. **Fall- Monday, November 7, 2016 @ 5pm; Spring – Tuesday, March 28, 2017 @ 5pm.**
  f. Membership selection for NPHC is prohibited during the summer months.

- **PHC Membership Intake Process (MIP) and New Member Presentation**
  a. PHC affiliated organizations currently utilizing intake process: **Sigma Lambda Gamma Sorority, Inc.**
  b. **Membership Intake Process/New Member Presentation** policies will be followed in accordance with Greek Life policies.
  c. **PHC organizations must schedule a meeting with the PHC advisor prior to the start of any intake/interest/informational meetings**
  d. PHC organizations must complete intake process on or before **Thanksgiving Break @ 4:00 p.m. for the Fall semester; and April 25th @ 4:00 p.m. Spring semester**
  e. **New Member Presentation must occur in the same semester of intake before the concentrated study period in both fall and spring semesters**
  f. **PHC New Member Orientation:** All PHC members are required to attend a new member orientation, within the semester of their initiation. Contact the PHC Advisor to schedule.
  g. Membership intake/selection for PHC is prohibited during the summer months.

- **Greek Organizations in Transitional Status**
**Registered** Greek organizations that fall below five members do not meet the minimum requirements of a student organization as defined by LSU, regulated through Campus Life. As a result, those organizations shall be placed on a transitional status with Greek Life and Campus Life.

Transitional status is defined as “not registered with the University and therefore not afforded the rights and responsibilities of a student organization.” As a result, events will be registered through Greek Life by a member of the Greek Life staff.

Transitional organizations shall only be eligible to sponsor programs and activities that support the recruitment efforts of the organization. Thus, all other events will not be approved. Intake/recruitment paperwork must be received and approved by Greek Life, according to office policy, prior to any programs or activities being approved.

During this transitional period, the organization is not responsible for meeting the standards of the Greek Assessment process or the requirements of their respective councils, but may attend NPHC council meetings and intake/recruitment related events for the purpose of remaining informed and to promote the organization.

An organization in transitional status for more than three consecutive semesters shall be considered inactive and will need to begin the student organization registration process with Campus Life upon meeting the University’s minimum requirements.

- Formation of a new Social Greek organization.
  See policy. www.greek.lsu.edu/University and Greek Life Policies

- Membership Roster Additions/Deletions
  Organizations are responsible for maintaining an accurate roster. The president and/or his/her designee may not edit the roster during the final examination period. Additions may be made using the Grade Release spreadsheet. Deletions may be made under the following conditions.
  a. Member/new member is no longer an LSU student.
  b. Member/new member has been separated from the chapter. If deemed necessary, this will be verified by the chapter advisor and/or the local or inter/national organization.
  c. Member/new member has graduated from the University.

**Reminders:**
Per Campus Life guidelines for registered student organizations, only LSU students may be members of LSU student organizations. **Students involved in the Tiger Bridge program (joint enrollment in BRCC and LSU) are ineligible to be members of Greek organizations.**

Per PM-68, only LSU students who are members of the organization may reside in fraternity and sorority housing. Freshmen may not live in a fraternity/sorority house without following the guidelines. Please submit proposed names to Greek Life for verification prior to allowing them to move in to ensure the freshman qualifies under the guidelines set by the University.