

**New/Associate Member Education**

**Packet**  
  
**Spring 201j6 Semester**

**Chapter**: \_\_\_\_\_\_\_\_\_\_Kappa Sigma\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Semester/Year**: \_\_\_\_\_\_\_Spring 2016\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**New/Associate Member Educator**:

**Name:** \_\_\_\_\_\_\_\_\_\_\_Anthony Kaiser\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Email:** \_\_\_\_\_\_\_\_\_\_\_amk195@pitt.edu\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Phone:** \_\_\_\_\_\_\_\_\_\_570-447-0296\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**New/Associate Member Educator Assistant**: (if applicable)

**Name:** \_\_\_\_\_\_\_\_\_\_\_Jake Guzzardo\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Email:** \_\_\_\_\_\_\_\_\_\_\_\_jake.guzardo@gmail.com\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Phone:**  \_\_\_\_\_\_\_\_\_\_\_773-706-3171\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2. Table of Contents**

**\*\*all forms must be submitted to Dr. Matthew Richardson (644 WPU) in this order, and no later than 5 PM on the designated due date\*\***

1. **Packet Cover Page**  (*Due January 6, 2016)*
2. **Table of Contents**
3. **New Member Program Guidelines** (*Due January 6, 2016)*
4. **Expectations Form** (*Due January 6, 2016)*
5. **Anti-Hazing Form**(*Due January 24, 2016 at Greek 101)*
6. **New Member Roster** (*Due January 24, 2016 at Greek 101)*
7. **Activity Forms** (*Due January 6, 2016)*
8. **Calendar** (*Due January 6, 2016)*
9. **Alumnus/Alumna Advisor Form** (*Due January 6, 2016)*
10. **Request to Initiate** (*Due March 4, 2016)*

**3. New/Associate Member Program Guidelines**

**These guidelines were established to ensure that new/associate member education activities enhance the academic progress of each Greek member and assists in his or her interpersonal development while providing the history and information necessary for viable membership in the Greek Community.**

Each Chapter will uphold the tenets of the University of Pittsburgh Anti-Hazing Contract, and educate all members on this policy at the onset of every new/associate member program. Every member of the Pitt Community is responsible for upholding a zero-tolerance policy of hazing. **An anti-hazing contract must be signed and turned into the Office of Fraternity and Sorority Life at the beginning of each semester.** For questions regarding hazing, please refer to the University of Pittsburgh’s Student Code of Conduct.

**New/associate member programs may last no longer than 8 weeks**. All new/associate member programs must be completed, and all members be formally initiated into the organization by the date specified each semester.

**Each Chapter’s new/associate member program, which is attached to this document, must be submitted and approved by the Office at the beginning of each semester**. A copy of this program must be provided to each new/associate member as well as to the chapter advisor of your organization. Any changes to the new/associate member program must be discussed with and approved by the Office at least 72 hours in advance. The program shall consist of a completed Calendar Summary as well as a detailed new/associate member calendar that shall be created for each activity involving the associate members.

**Each chapter’s new/associate member program must be in accordance with their national organization’s new member education policies**. Those policies or programs may be attached as additional information to support the programs.

All new/associate member educators are to meet with the Office of Fraternity and Sorority Life at least once throughout each semester. Please contact Dr. Matthew Richardson ([MRichardson@pitt.edu](mailto:MRichardson@pitt.edu)) to schedule this meeting. Any questions or concerns regarding any of these policies may be directed to the office, which is located on the 6th Floor of the William Pitt Union.

**Name of New Member Educator:**  \_\_\_\_\_\_\_\_\_\_\_\_\_Anthony Kaiser\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_January 6, 2016\_\_\_\_\_\_\_\_

**Name of New Member Educator Assistant (if applicable):** \_\_\_\_\_\_\_\_\_\_\_Jake Guzzardo\_\_\_\_\_\_\_\_\_

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_January 6, 2016\_\_\_\_\_\_\_

**Name of Chapter Advisor:**  \_\_\_\_\_\_\_Aaron Plitt\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**5. University of Pittsburgh Anti-Hazing Policy Form**

**\*\*No chapter, colony, student, or alumnus shall conduct nor condone hazing activities\*\***

**Hazing activities** are defined as:

Any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student or which willfully destroys or removes public or private property for the purpose of initiation or admission into or affiliation with, or as a condition for continued membership in, any organization operating under the sanction of or recognized as an organization by the University. The term shall include, but not be limited to, any brutality of a physical nature, such as whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, liquor, drug or other substance, or any other forced physical activity which could adversely affect the physical health and safety of the individual, and shall include any activity which would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual, or any willful destruction or removal of public or private property. For purposes of this definition, any activity as described in this definition upon which the initiation or admission into or affiliation with or continued membership in an organization is directly or indirectly conditioned shall be presumed to be 'forced" activity, the willingness of an individual to participate in such activity notwithstanding.

Therefore, any student who causes or participates in hazing may be subject to appropriate University discipline and/or may be subject to criminal prosecution.

Hazing is prohibited by the University, any new member or member failing to comply with this policy is subject to disciplinary action. This policy pertains to all new member, active, and alumni/ae members of the Fraternity/Sorority.

By reading and signing this policy, I agree to the following terms:

* To understand and abide, in fact and in spirit, by the above definition of hazing.
* To maintain a satisfactory academic standing with the University while participation in new member education.
* To refrain from questionable activities that may jeopardize or demean the image of fraternities and sororities.
* To make a constructive contribution to my new member education program and chapter.

All members are subject to federal, state and local laws, and rules and regulations of the institution. By my signature below, I state that I have read the above statements and will follow them.

**Name of New Member Educator:** \_\_\_\_\_\_\_\_\_\_\_\_\_Anthony Kaiser\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TOTAL NUMBER OF NEW MEMBERS: \_\_\_\_\_\_\_\_\_\_

**Name of New Member:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name of New Member:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**6. New/Associate Member Roster**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Last Name** | **First Name** | **PeopleSoft#** | **2P#** | **Home Address** | **Email (.edu)** | **Cell** |
| Gershanok | Sam | 4040408 | 2P001011033013i | 1200 Lindendale Dr, Pittsburgh PA, 15243 | [Sag141@pitt.edu](mailto:Sag141@pitt.edu) | 412-304-6782 |
| Milling | Noah | 4048236 | 2P0010169970109 | 203 McNair Rd, Buffalo, NY 14221 | [Nom20@pitt.edu](mailto:Nom20@pitt.edu) | 716-861-6637 |
| Modali | Karthik | 3924632 | 2P000925790010e | 2236 Bernays drive, York, PA 17404 | [Knm52@pitt.edu](mailto:Knm52@pitt.edu) | 717-586-6218 |
| Waters | Joe | 3994533 | 2P001005149010u | 1521 Quincy ave, Dunmore, PA, 18509 | [Jow85@pitt.edu](mailto:Jow85@pitt.edu) | 570-6871206 |
| Arko | Gilbert | 4032280 | 2P0010057960109 | 308 N. Essex ave, Narberth, PA 19072 | [Gja10@pitt.edu](mailto:Gja10@pitt.edu) | 610-908-2058 |
| Weintraub | Noah | 4031510 | 2P001005154010D | 618 S Lang ave, Pittsburgh PA, 15208 | [Nmw38@pitt.edu](mailto:Nmw38@pitt.edu) | 412-719-6107 |
| Kulliver | Zack | 4018620 | 2P0009944050117 | 2053 Wisteria Lane, Lafayette Hill, PA 19444 | [Zvk1@pitt.edu](mailto:Zvk1@pitt.edu) | 610-639-2648 |
| Gershan | Adam | 4018532 | 2P000994315010A | 11 bannister dr, Princeton, NJ, 08540 | [Agg21@pitt.edu](mailto:Agg21@pitt.edu) | 609-649-4396 |
| Dela Cruz | Josh | 4021881 | 2P000997056011C | 106 Oak Crest Drive, Neshanic Station, NJ, 08853 | [Jad249@pitt.edu](mailto:Jad249@pitt.edu) | 908-531-9120 |
| Crowley | Brian | 4018484 | 2P000994257012F | 160 Crestvue manor Dr, Pittsburgh PA | [Brc87@pitt.edu](mailto:Brc87@pitt.edu) | 412-605-2780 |
| Fazli | Shayan | 3923861 | 2P000919757010g | 500 tripoli street, Pittsburgh, PA, 15213 | [Asf49@pitt.edu](mailto:Asf49@pitt.edu) | 724-719-0899 |
| McDonald | Liam | 4049321 | 2P0010179690109 | 1708 Jefferson Ave, Dunmore, PA | [Lom24@pitt.edu](mailto:Lom24@pitt.edu) | 570-575-1056 |
| Huock | Matthew | 3994783 | 2P001029672010t | 2224 bernays Dr, York, PA, 17404 | [Mkh44@pitt.edu](mailto:Mkh44@pitt.edu) | 717-781-0903 |
| Gavaghan | Jimmy | 4036789 | 2P001008982010x | 1 Baron Lane Ambler PA 19002 | [Jvg2@pitt.edu](mailto:Jvg2@pitt.edu) | 267-615-1083 |
| Markiw | Greg | 3754526 | 2P000782019010k | 2 Dimling way apt3, Pittsburgh PA 15213 | [Gjm33@pitt.edu](mailto:Gjm33@pitt.edu) | 412-956-3043 |
| Aghili | Sina | 4042134 | 2P0001011894010z | 5627 Ellis Brook DR, Dublin, OH 43016 | Sia33@pitt.edu | 614-787-4005 |
| Masano | John | 3952264 | 2P0009569280103 | 1620 old Wyomissing rd, redding PA | Jmm377@pitt.edu | 484-332-9915 |
| Robostello | Dan | 3998116 | 2P001001306010f | 300 keatley dr, mount laurel, NJ 08054 | [Djr81@pitt.edu](mailto:Djr81@pitt.edu) | 856-325-0316 |
| Wert | Andrew | 4022975 | 2P000998267010h | 51 downing drive, reading PA 19610 | [Adw68@pitt.edu](mailto:Adw68@pitt.edu) | 610-301-9878 |
| Tomani | Alex | 4056971 | 2P001029076010k | 46 midway dr, Orachard Park , NY | [agt@pitt.edu](mailto:agt@pitt.edu) | 716-534--757 |
| Spitzer | Darren | 4067512 | 2P0010311750101 | 2 winding way, Mount Laruel, NJ 08054 | Drs108 @ pitt.edu | 856-924-9400 |
| Wuestner | Mike | 4033172 | 2P0010155820120 | 504 W south st. Carlisle PA 17013 | [Mjw63@pitt.edu](mailto:Mjw63@pitt.edu) | 717-609-5075 |
| Zlotnick | Michael | 4022528 | 2P0009984920118 | 7577 coventry avenue elkins park PA 19027 | [Miz42@pitt.edu](mailto:Miz42@pitt.edu) | 267-616-9227 |
| Vallorani | Vincent | 4038910 | 2P0010099100113 | 201 gregg lane Avondale PA | [Vav22@pitt.edu](mailto:Vav22@pitt.edu) | 610-496-1006 |
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**7. New Member Activity Form**

\***Please fill out one form for EACH new member activity your chapter will hold – these individual forms MUST reflect the activities outlined in your calendar\***

**SPRING 2016**

|  |  |
| --- | --- |
| **Chapter** | Kappa Sigma |
| **Name of Event** | New Member Education Meeting (NMEM) |
| **Type of Event** (ritual, social function, etc.) | Learning |
| **Date & Time of Event** | Every Sunday 11:00 AM |
| **Length of Event** | 1-2 Hours |
| **Exact Location** (on- campus or at a 3rd party location) | Fraternity House (Kappa Sigma hill house) chapter room |
| **Supervisor of Event & Phone Number** | Anthony Kaiser 570-447-0296 |
| **Purpose & Values Learned from Event** | To learn the history of the chapter and fraternity  To teach what it means to be a Kappa Sigma  Values of Leadership, Scholarship, Fellowship, and Service |
| **Activities of Event in Detail** | Reading and recitation from the fraternal text  Introduce the new member education program  Icebreaker activity to get to know each other |
| **Participants** (i.e new members, brothers, alumni, bigs/littles, etc.) | New members and new member educators |

**Approved by Office of Fraternity and Sorority Life:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7. New Member Activity Form**

\***Please fill out one form for EACH new member activity your chapter will hold – these individual forms MUST reflect the activities outlined in your calendar\***

**SPRING 2016**

|  |  |
| --- | --- |
| **Chapter** | Kappa Sigma |
| **Name of Event** | Pledging In |
| **Type of Event** (ritual, social function, etc.) | Ritual |
| **Date & Time of Event** | January 21st 5:00 pm |
| **Length of Event** | 1 hour |
| **Exact Location** (on- campus or at a 3rd party location) | Kappa Sigma Hill House (house 6) |
| **Supervisor of Event & Phone Number** | Anthony Kaiser  570-447-0296 |
| **Purpose & Values Learned from Event** | Ritual Ceremony |
| **Activities of Event in Detail** | Brief ceremony, reading, and pledge. |
| **Participants** (i.e new members, brothers, alumni, bigs/littles, etc.) | New Members & Brothers |

**Approved by Office of Fraternity and Sorority Life:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7. New Member Activity Form**

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**SPRING 2016**

|  |  |
| --- | --- |
| **Chapter** | Kappa Sigma |
| **Name of Event** | Sorority Dinner (SD) |
| **Type of Event** (ritual, social function, etc.) | Social function |
| **Date & Time of Event** | Every Monday 5:00 pm (sorority schedules permitting) |
| **Length of Event** | 1-2 hours |
| **Exact Location** (on- campus or at a 3rd party location) | Market Dining hall |
| **Supervisor of Event & Phone Number** | Anthony Kaiser  570-447-0296 |
| **Purpose & Values Learned from Event** | Social interaction with new members of other greek organizations. |
| **Activities of Event in Detail** | Dinner and socialization with new members of sororities |
| **Participants** (i.e new members, brothers, alumni, bigs/littles, etc.) | New Members |

**Approved by Office of Fraternity and Sorority Life:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7. New Member Activity Form**

\***Please fill out one form for EACH new member activity your chapter will hold – these individual forms MUST reflect the activities outlined in your calendar\***

**SPRING 2016**

|  |  |
| --- | --- |
| **Chapter** | Kappa Sigma |
| **Name of Event** | Brotherhood Event |
| **Type of Event** (ritual, social function, etc.) | Social Function |
| **Date & Time of Event** | January 29th, February 12th , March 4th , March 18th at 5:00pm |
| **Length of Event** | 2 Hours |
| **Exact Location** (on- campus or at a 3rd party location) | Kappa Sigma Hill House (Frat house 6) |
| **Supervisor of Event & Phone Number** | Anthony Kaiser 570-447-0296 |
| **Purpose & Values Learned from Event** | To get to know the current members of the fraternity.  Start to build a bond and kinship with actives. |
| **Activities of Event in Detail** | Competitive games  Consumption of Pizza and Soft Drinks  \*non alcoholic |
| **Participants** (i.e new members, brothers, alumni, bigs/littles, etc.) | New Members & Brothers |

**Approved by Office of Fraternity and Sorority Life:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7. New Member Activity Form**

\***Please fill out one form for EACH new member activity your chapter will hold – these individual forms MUST reflect the activities outlined in your calendar\***

**SPRING 2016**

|  |  |
| --- | --- |
| **Chapter** | Kappa Sigma |
| **Name of Event** | Planned Philanthropy |
| **Type of Event** (ritual, social function, etc.) | Philanthropic |
| **Date & Time of Event** | TBD |
| **Length of Event** | TBD |
| **Exact Location** (on- campus or at a 3rd party location) | TBD |
| **Supervisor of Event & Phone Number** | Jake Guzzardo 773-706-3171 |
| **Purpose & Values Learned from Event** | Learn how to plan and execute a philanthropy event.  Provides an opportunity to give back and spark interest in philanthropic endeavors, provides leadership experience |
| **Activities of Event in Detail** | New members will work together with the philanthropy committee to plan and execute their own philanthropy event to raise money for our national philanthropy or the organization of their choosing. |
| **Participants** (i.e new members, brothers, alumni, bigs/littles, etc.) | New Members & Philanthropy Committee |

**Approved by Office of Fraternity and Sorority Life:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7. New Member Activity Form**

\***Please fill out one form for EACH new member activity your chapter will hold – these individual forms MUST reflect the activities outlined in your calendar\***

**SPRING 2016**

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| **Chapter** | Kappa Sigma |
| **Name of Event** | Brother Dinner (BD) |
| **Type of Event** (ritual, social function, etc.) | Social |
| **Date & Time of Event** | Every Thursday 5:00 |
| **Length of Event** | 1 hour |
| **Exact Location** (on- campus or at a 3rd party location) | Market Central |
| **Supervisor of Event & Phone Number** | Anthony Kaiser 570-447-0296 |
| **Purpose & Values Learned from Event** | Get to know the active brothers and build a sense of comradery by sharing a meal. |
| **Activities of Event in Detail** | Dinner at Market Central |
| **Participants** (i.e new members, brothers, alumni, bigs/littles, etc.) | New Members & Brothers |

**Approved by Office of Fraternity and Sorority Life:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7. New Member Activity Form**

\***Please fill out one form for EACH new member activity your chapter will hold – these individual forms MUST reflect the activities outlined in your calendar\***

**SPRING 2016**

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| **Chapter** | Kappa Sigma |
| **Name of Event** | Sexual Assault and Rape Prevention Seminar (SARP) |
| **Type of Event** (ritual, social function, etc.) | Educational |
| **Date & Time of Event** | February 20th at 12:00pm |
| **Length of Event** | 1 hour |
| **Exact Location** (on- campus or at a 3rd party location) | Hill House (Frat house 6) |
| **Supervisor of Event & Phone Number** | Anthony Kaiser 570-447-0296 |
| **Purpose & Values Learned from Event** | Teach the importance of being an active bystander instead of a passive one. Teaching new members to speak up if they see something wrong. Discussing what kind of activities constitute sexual assault |
| **Activities of Event in Detail** | A forty five minute long lecture and presentation on sexual assault |
| **Participants** (i.e new members, brothers, alumni, bigs/littles, etc.) | New Members, New Member educators |

**Approved by Office of Fraternity and Sorority Life:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7. New Member Activity Form**

\***Please fill out one form for EACH new member activity your chapter will hold – these individual forms MUST reflect the activities outlined in your calendar\***

**SPRING 2016**

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| **Chapter** | Kappa Sigma |
| **Name of Event** | Alcohol and Substance Abuse Seminar (ASA) |
| **Type of Event** (ritual, social function, etc.) | Educational |
| **Date & Time of Event** | February 13th, 12:00pm |
| **Length of Event** | 1-2 Hours |
| **Exact Location** (on- campus or at a 3rd party location) | Hill House (Fraternity house 6) |
| **Supervisor of Event & Phone Number** | Anthony Kaiser  570-447-0296 |
| **Purpose & Values Learned from Event** | Learn the dangers and consesquences assosciated with alcohol and substance abuse. Teach how to identify the signs of substance abuse problems and binge drinking. |
| **Activities of Event in Detail** | Discuss and Define Binge drinking and drugs.  How to act in a scenario where you think you or someone you know may have a substance abuse problem  What to do if you think someone is overly intoxicated  Discuss resources available to those who want to talk |
| **Participants** (i.e new members, brothers, alumni, bigs/littles, etc.) | New Members & New member educators |

**Approved by Office of Fraternity and Sorority Life:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7. New Member Activity Form**

\***Please fill out one form for EACH new member activity your chapter will hold – these individual forms MUST reflect the activities outlined in your calendar\***

**SPRING 2016**

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| **Chapter** | Kappa Sigma |
| **Name of Event** | Mental Health and Suicide Prevention Seminar (MHSP) |
| **Type of Event** (ritual, social function, etc.) | Educational |
| **Date & Time of Event** | February 6th 12:00pm |
| **Length of Event** | 1-2 Hours |
| **Exact Location** (on- campus or at a 3rd party location) | Kappa Sigma Hill House (Fraternity house 6) |
| **Supervisor of Event & Phone Number** | Anthony Kaiser 570-447-0296 |
| **Purpose & Values Learned from Event** | Learn about mental health issues and suicide prevention and what it means to our chapter in particular |
| **Activities of Event in Detail** | Discuss what mental health is and why it is important  Talk about the history of our chapter with suicide  Talk about how mental health and suicide can be related to alcohol and drugs  What to look for if someone is mentally unstable  What to do and who to contact if you know someone who is mentally unstable or suicidal or if you’re having suicidal thoughts or feelings |
| **Participants** (i.e new members, brothers, alumni, bigs/littles, etc.) | New Members and New Member Educators |

**Approved by Office of Fraternity and Sorority Life:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7. New Member Activity Form**

\***Please fill out one form for EACH new member activity your chapter will hold – these individual forms MUST reflect the activities outlined in your calendar\***

**SPRING 2016**

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| **Chapter** | Kappa Sigma |
| **Name of Event** | Bake Sale |
| **Type of Event** (ritual, social function, etc.) | Philanthropic |
| **Date & Time of Event** | February 17th 12:00pm |
| **Length of Event** | TBD |
| **Exact Location** (on- campus or at a 3rd party location) | TBD |
| **Supervisor of Event & Phone Number** | Jake Guzzardo 773-706-3171 |
| **Purpose & Values Learned from Event** | Learn how to plan and execute a philanthropy event.  Provides an opportunity to give back and spark interest in philanthropic endeavors, provides leadership experience |
| **Activities of Event in Detail** | New members will work alongside actives and will attempt to operate a successful bake sale. This is another opportunity for new members to get to know actives and create more comradery.  New Members will be charged with donating the funds from the bake sale to the national philanthropy or to a charity of their choice. |
| **Participants** (i.e new members, brothers, alumni, bigs/littles, etc.) | New Members, brothers, New Member Educators |

**Approved by Office of Fraternity and Sorority Life:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7. New Member Activity Form**

\***Please fill out one form for EACH new member activity your chapter will hold – these individual forms MUST reflect the activities outlined in your calendar\***

**SPRING 2016**

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| **Chapter** | Kappa Sigma |
| **Name of Event** | Dress to Impress (DTI) |
| **Type of Event** (ritual, social function, etc.) | Learning |
| **Date & Time of Event** | February 24th 5:00pm |
| **Length of Event** | TBD |
| **Exact Location** (on- campus or at a 3rd party location) | TBD |
| **Supervisor of Event & Phone Number** | Jake Guzzardo 773-706-3171 |
| **Purpose & Values Learned from Event** | New members will be given a brief lecture on how to best dress oneself for business and formal engagements |
| **Activities of Event in Detail** | Information will be taken directly out of the fraternal text, new members will be shown how a man of kappa sigma would dress on such occasions. Insturction includes how to correctly knot a bowtie and regular tie, blazers, shoes, belts, ect. |
| **Participants** (i.e new members, brothers, alumni, bigs/littles, etc.) | New Members and New Member Educators |

**Approved by Office of Fraternity and Sorority Life:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7. New Member Activity Form**

\***Please fill out one form for EACH new member activity your chapter will hold – these individual forms MUST reflect the activities outlined in your calendar\***

**SPRING 2016**

|  |  |
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| **Chapter** | Kappa Sigma |
| **Name of Event** | Study hours |
| **Type of Event** (ritual, social function, etc.) | Study |
| **Date & Time of Event** | Every week Feb 1st- March 25th |
| **Length of Event** | TBD |
| **Exact Location** (on- campus or at a 3rd party location) | TBD |
| **Supervisor of Event & Phone Number** | Jake Guzzardo 773-706-3171 |
| **Purpose & Values Learned from Event** | Promote good study habits and instil the value of education.  Also another opportunity for new members to introduce themselves to actives who are also studying in the library |
| **Activities of Event in Detail** | New members will be required to complete 5 hours of study time a week. |
| **Participants** (i.e new members, brothers, alumni, bigs/littles, etc.) | New Members |

**Approved by Office of Fraternity and Sorority Life:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**7. New Member Activity Form**

\***Please fill out one form for EACH new member activity your chapter will hold – these individual forms MUST reflect the activities outlined in your calendar\***

**SPRING 2016**

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| --- | --- |
| **Chapter** | Kappa Sigma |
| **Name of Event** | Big Little |
| **Type of Event** (ritual, social function, etc.) | Brotherhood |
| **Date & Time of Event** | February 25th 6:00pm |
| **Length of Event** | TBD |
| **Exact Location** (on- campus or at a 3rd party location) | Kappa Sigma Hill House ( Fraternity House 6) |
| **Supervisor of Event & Phone Number** | Jake Guzzardo 773-706-3171 |
| **Purpose & Values Learned from Event** | New Members will receive there big brothers, this is a special time optimal for establishing stronger bonds with the actives and new members. |
| **Activities of Event in Detail** | Competitive games  Brief history lesson read from the fraternal text  Commencement of Big Little |
| **Participants** (i.e new members, brothers, alumni, bigs/littles, etc.) | New Members, brothers, New Member Educators |

**Approved by Office of Fraternity and Sorority Life:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**8. Calendar CHAPTER**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Spring 2016**

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|  | January 2016 | | | | |  |
|  |  |  |  |  | 1 | 2 |
| 3 | 4 | 5 | 6  **NM Packets**  **DUE by 5pm**  Meet the IFC Fraternities  9pm WPU AR | 7  Panhellenic Recruitment Orientation  9pm WPU AR  **IFC Bids Open** | 8  Panhellenic Recruitment (11 Rounds)  IFC RUSH | 9  Panhellenic Recruitment (11 Rounds)  IFC RUSH |
| 10  Panhellenic Recruitment (8 Rounds)  IFC RUSH | 11  IFC RUSH | 12  IFC RUSH | 13  IFC RUSH | 14  IFC RUSH | 15  Panhellenic Recruitment (5 Rounds)  IFC RUSH | 16  Panhellenic Recruitment (Preference)  IFC RUSH |
| 17  Panhellenic Bid Day  IFC RUSH | 18  IFC RUSH | 19  IFC RUSH | 20  IFC RUSH | 21  IFC RUSH | 22  **IFC Bids Close**  **Pledging In** | 23 |
| 24  Greek 101  2pm-6pm  WPU  FORMS DUE  NMEM | 25  SD | 26 | 27 | 28  BD | 29  Brotherhood Event | 30  Presidents Conference  10am-7pm  WPU |

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|  | February 2016 | | | | |  |
| 31  NMEM | 1  SD | 2 | 3 | 4  **BD** | 5 | 6  MHSP |
| 7  NMEM | 8  SD | 9 | 10 | 11  **BD** | 12  **Brotherhood Event** | 13  ASA |
| 14  NMEM | 15  SD | 16 | 17  **Bake Sale** | 18  **BD** | 19 | 20  SARP |
| 21  NMEM | 22  SD | 23 | 24  **DTI** | 25  **BD**  **Big Little Night** | 26 | 27  Steel City Step Show  7pm-10pm  Soldiers & Sailors |
| 28  NMEM | 29  SD |  |  |  |  |  |

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|  | March 2016 | | | | |  |
| NMEM | SD | 1 | 2 | 3  BD | 4  **Request to Initiate Form DUE**  **Brotherhood Event** | 5  SPRING BREAK |
| 6  SPRING BREAK | 7  **SPRING BREAK** | 8  **SPRING BREAK** | 9  **SPRING BREAK** | 10  **SPRING BREAK** | 11  **SPRING BREAK** | 12  SPRING BREAK |
| 13  NMEM | 14  SD | 15 | 16 | 17  BD | 18  **Brotherhood Event** | 19 |
| 20  GREEK WEEK  NMEM | 21  **GREEK WEEK** | 22  **GREEK WEEK** | 23  **PDM Fashion Show**  6pm Soldiers and Sailors | 24  **GREEK WEEK** | 25 | 26  Initiation |
| 27  End of New Member Education Period | 28 | 29 | 30 | 31 |  |  |

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|  | April 2016 | | | | |  |
|  |  |  |  |  | 1  Greek Sing  **7pm-11pm**  **Fitzgerald Field House** | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9  PDM  8am-Midnight  WPU |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 |  | Notes: | |

**9. Alumnus/Alumna Advisor Form**

**\*\*Alumni Advisor must sign this form in order to approve all semester calendar events\*\***

By signing this form, I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Chapter/Alumni Advisor of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fraternity/Sorority, approve of each of the events named in the submitted new member education packet and calendar for \_\_\_\_\_\_\_\_\_ 20\_\_\_ semester. With this signature, I understand all of the aspects of the events named in the packet and calendar, and I understand that these events are structured to educate and facilitate the growth of the new members of this Fraternity and will in no way include any hazing or ideals that go against the University policy regarding hazing.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Date

**10. Registration for Initiation Form**

**\* This form is due 2 weeks prior to date of initiation\***

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

**Initiation Date:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**List of New Members to be initiated:** (add more lines to form if needed)

|  |  |  |
| --- | --- | --- |
| **Name** | **Signature** | **Peoplesoft** |
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By signing below, I verify that the above students will be initiated into my organization on the said date

**Chapter President:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name of New Member Educator:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Chapter Advisor:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_