

SIGMA PHI EPSILON CALIFORNIA ALPHA

MEMBERSHIP AGREEMENT

August 26th, 2014

FINANCIAL OBLIGATIONS

1. **PAYMENTS**—Payment of all dues, social fees, fines, assessments, room and board, parlor fees, as well as any and all other financial obligations shall be made prior to **midnight** of the date such obligations are due. It is the *member's* responsibility to make sure the payment reaches the VP Finance on time, whether that means submitting payment in person, mailing in a postmarked envelope, etc.
FINES: Fines (other than fees) must be paid by the first general meeting after one week from the date of assessment. Not paying by this deadline adds a \$10 late fee to the fine. Not paying within one week of the deadline will cause suspension and discussion with Standards Board.
2. **LATE PAYMENT OR NONPAYMENT** – Failure to submit payments other than fines on time will result in an immediate **increase in the payment of 10% or \$10**, whichever is greater.
Anyone who “bounces” a check to the chapter or alumni board shall be fined 10% or \$10, whichever is greater. “Waiting for student loans or grants” shall *not* be acceptable reasons for late payment of any financial obligation. Members are directed to pursue short-term loans from the university, their parents, or their bank while awaiting grants, loans, or scholarships. Since the chapter does not attempt to profit, but rather to break even, we must receive 100% of our revenues when due, in order to pay our bills and remain in operation.
3. **DUES:** Due every semester on the 2nd Monday of the academic calendar. Failure to pay dues will result in a 30-60 day policy (suspended after 30 days, expelled after 60 days). For the 2014-2015 school year:

Amounts Due

Dues: \$573

Live-out: \$175

Due Date

Fall: 09/06/2014

Spring: 01/26/2014

Payment plans: In the event of extreme circumstances, payment plans *may* be worked out with VP Finance (usually in 4 or 5 installments) and must be signed by both the member and the VP Finance. Payment plans will only be granted if requested in writing at least five (5) days prior to the date bills are due and the final plan must be completed and signed with the first installment paid in full by the due date. **Payment plans will be accepted by post-dated checks only.**

SUSPENSION—Any member suspended due to indebtedness is prohibited for 30 days from participating in *any* chapter activity, including but not limited to: loss of meals, voting in chapter meetings, participating in intramurals, and *all* social functions, wearing or displaying the fraternity insignia, and otherwise identifying himself as a member of the Fraternity. Furthermore, any member who attends a social function while on suspension may be expelled from the Fraternity.

GENERAL CONDUCT OBLIGATIONS

1. **ATTENDANCE & PUNCTUALITY** — Attendance & punctuality shall be required of all members; any member who is absent from or late to a chapter meeting or mandatory event (recruitment, clean-ups, ritual) shall present his excuse in writing (an online form will be available) to the Standards Board at least 24 hours prior to an event.. If a brother notifies the board of an excused absence within 24 hours of the event, the brother will be given a tardy rather than an excused absence. Excuses shall be limited to illness, work, class, or family emergency, and an unexcused absence shall subject the offending member to disciplinary action by the Standards Board. If a member misses more than one quarter or 15 minutes of a chapter meeting or ritual, whichever is less, the member will be considered absent, unless the tardiness is excused. If a member is late by 3 minutes or more, his tardiness can face penalties. The first two unexcused tardy attendance count as an unexcused absence, and any following unexcused tardy attendance will count as an unexcused absence.
2. **ACADEMICS**—In order to maintain the chapter's standard of academic excellence, each brother must maintain a minimum semester GPA of a 2.7 on a 4.0 scale. Members shall attend weekly study sessions or complete other agreed po in the event of academic probation, prescribed by the By-Laws and the Standards Board.

3. FINES STRUCTURE:

- 1st missed cleaning task, or 1st unexcused absence from Chapter Meeting/mandatory event: \$5.
 - 2nd missed cleaning task, or 2nd unexcused absence from Chapter Meeting/mandatory event: \$15.
 - Subsequent missed cleaning tasks, or subsequent unexcused absences from Chapter Meeting/mandatory event: \$25. Brother may be brought to Standards Board.
 - Missed party cleanup/setup, or vacated sober brother role: \$40.
 - Late membership fees: 10% of outstanding debt.
 - Excuses for absence must be submitted to Chaplain 24 hours in advance. Excuses submitted afterward are accepted at discretion of Chaplain.
4. **RECRUITMENT** – Recruitment is the lifeblood of the fraternity and without it the chapter house may not be able to be filled and/or the chapter may die. Recruitment is responsibility of **every** member, not just the recruitment board. Furthermore recruitment is an **ongoing responsibility**, whether the member is a freshman or a senior; younger members tend to have more leads whereas older members tend to be better recruiters.
5. **MAINTENANCE/CLEANLINESS OF CHAPTER FACILITIES (HOUSE)**: Every member is responsible for cleaning up after themselves and maintaining chapter property. This includes keeping all common areas free of personal belongings, trash, dishes, and keeping these common areas clean (this includes cleaning surfaces and mopping if necessary). Failure to do so can result in loss of personal belongings and being brought in front of Standards Board. This is only a portion of the housing standards. By signing this membership agreement, I agree to the housing standards, a separate document provided to the chapter by the Executive Board.
6. **NO AGENCY**—Under no circumstances will I be considered, or hold myself out, as an agent of Sigma Phi Epsilon Fraternity, nor will I represent to anyone that I am an agent for my chapter unless I am specifically authorized to do so as an officer of my chapter or at the direction of my chapter.
7. **RESPECT & CARE FOR SELF & OTHERS**— No member shall encourage, support, or participate in any action that in any manner demeans, belittles, or damages another person. This includes no hazing.
SPORTSMANSHIP – No member shall taunt, confront, or otherwise seek to harm another person (emotionally or physically) on one's own team or the opposing team during a sporting event or any other recreational activity. Your actions represent not only yourself but also the SigEp chapter and will be such as becomes a gentleman at ALL times.
ACCOUNTABILITY – Pay people back in a timely manner for any money they lent you or fronted for you (ie. gas, IM teams, etc.) and otherwise be accountable to your brothers.
8. **NO ILLEGAL USE OF FIREARMS OR DRUGS.**
9. **NO HEALTH OR PERSONAL PROPERTY INSURANCE**— It is the member's responsibility to carry adequate health and personal property insurance. Medical payments for injuries and losses to personal property are NOT covered under the Fraternity's insurance program.
10. **PARTICIPATION IN DEVELOPMENT PROGRAM**— It is the member's responsibility to participate in development program, activities and challenges as prescribed by the Vice President of Member Development. It is the responsibility of the brother to complete his challenge within 365 days if there are specific guidelines for completion in place. If the member does not complete the challenge within 365 days he is subject to loss of membership, which may be blocked for alternative action by vote of Standard's Board.

SIGNATURE OF AGREEMENT

I, THE UNDERSIGNED, HAVE ACKNOWLEDGED THAT I HAVE READ AND FULLY UNDERSTAND THE ABOVE AGREEMENT AND ACCEPT THE TERMS.

Member Signature

Chaplain

Print Full Name

Chapter President

SIGNED ON THIS THE _____ DAY OF _____, 20____.