

Presentation of New Members: All organizations must adhere to the following guidelines when presenting new member to the campus community:

- I. Presentation of new member **MUST** take place within **2 weeks of the initiation** date listed on the chapter's Intake Plan (spring and fall breaks do not count in that two week requirement), or at least one week (7 days) prior to "Study Day," whichever comes first. Special permission to this guideline can be requested for chapters wanting to have the New Member Presentation as part of their Founder's Week.
 - II. Chapters having a New Member Presentation Show will have to schedule a meeting with the Assistant Director to review the show as well as adhere to both the guidelines detailed below and those regarding Special Events as outlined in the [Student Organization Handbook](#).
 - III. **New Member Presentation Show Guidelines:**
 - A. The date of the New Member Presentation must be approved by the Assistant Director for Fraternity & Sorority Affairs.
 - B. Space request for show must be submitted with the event title as New Member Presentation or something similar noting what the event is.
 1. Chapters must be knowledgeable of the space use policies. Space users assume the necessary responsibility to insure the safety and security of event attendees and the appropriate use of campus facilities.
 2. A copy of the space request or reservation confirmation email for both primary and rain locations (if applicable) must be brought to the Progress Meeting with the Assistant Director.
 - C. A flyer for the show must be submitted and approved by the Assistant Director.
 - D. Pre-identified list of individuals that will be onstage assisting with the presentation (President, Intake Coordinator, Advisor, etc.) as well as a list of line numbers and name for each new member must be submitted to the Assistant Director at least one week (7 days) prior to the show.
 - E. No explicit or revealing attire is to be worn.
 - F. **No profanity. This also applies to any music used during the show. It all must be the clean, radio-edited version.**
 - G. **No alcoholic beverages will be permitted.** This includes by visiting chapters, alumni and/or graduate members.
 - H. No physical abuse will be tolerated. This includes but is not limited to: slapping, kicking, spitting, punching, pushing, poking, caning, etc. (Canes, staffs, sticks, etc. may be used as part of the performance but may not be used as a weapon to harm another individual)
 - I. In the event of an altercation during the presentation, then those fighting will be disciplined immediately. If a member of the presenting organization is involved, the presentation show will be stopped immediately. (See Violations section for further details)
 - J. **No references to hazing and/or illegal activities.**
 - K. No bricks, bats, and/or paddles will be allowed at any new member presentations.
 - L. Disruptions by other attending organizations will not be tolerated. This includes but is not limited to: walking through the presenters' show, talking over the presenting organization, etc.
 - M. If a new member decides that they cannot or decides not to participate in the show (or cannot or decides not to participate in the show to the same extent as the others involved), a written and signed letter by the new member must be submitted to OFSA no more than 1 week before the show explaining why they cannot, or have decided not to participate.
 - N. No skipping of numbers will be allowed. (ex. 1,2,3,4,5)
 - O. The duration of the show should be no longer than 2 hours total. Shows may not be scheduled to begin after 9:00pm and must start within **15 minutes of scheduled time advertised**. Following the show, members of the presenting organization must vacate the areas within 30 minutes (this will help with crowd disbursement). The presenting organization will be responsible for ensuring the site used is left in its original state after use.
 - P. The Assistant Director for Fraternity & Sorority Affairs (or designee) **MUST** be in attendance at any New Member Presentations.
 - Q. It is the chapter's responsibility to notify visiting and alumni members of all Winthrop University New Member Presentation rules.
 - R. If a New Member Presentation does not occur, new member must be presented in some formal way (reception, Instagram, email, flyer, Twitter, etc.) acknowledging all new members.
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