

Office of Student Activities – Office Fraternity & Sorority Affairs Recognition Guidelines for Winthrop University Fraternities and Sororities

Section 1: Introduction

Fraternities and Sororities wishing to take advantage of privileges, resources, programs and advisement offered by the Winthrop University Office of Fraternity & Sorority Affairs (OFSA) must seek official recognition from that office. Recognition from the Office of Fraternity & Sorority Affairs for fraternities and sororities includes the privileges of advisement by the Office of Fraternity & Sorority Affairs, assistance with chapter operations, and engagement in Fraternity & Sorority Affairs activities and resources. The Office of Fraternity & Sorority Affairs will grant recognition only to fraternities and sororities who comply with the Recognition Guidelines below.

Section 2: Organizations that are Required to be Recognized

1. Chapters of national fraternities and sororities affiliated with National Umbrella Organizations including, but not limited to, the NIC, NPC, NPHC, NALFO, NAPA, or NMGC, are permitted at Winthrop University if recognized by the Office of Student Activities – Office of Fraternity & Sorority Affairs.
2. Special interest fraternities or sororities not affiliated with a national umbrella organization must seek recognition in order to access the privileges, resources, programs, and advisement offered by the Office of Fraternity & Sorority Affairs.
3. The Office of Fraternity & Sorority Affairs will submit the list of recognized fraternities and sororities on the behalf of the chapters to the Office of Student Activities by the 1st of September every academic year.

Section 3: Requirements and Procedures for Recognition

In order to maintain good standing and official recognition as a fraternity or sorority at Winthrop University, a fraternity or sorority must:

1. [Register with the Office of Student Activities \(OSA\)](#) as a student organization and maintain good standing. An organization must have 10 members in order to become a recognized student organization, which all Fraternities and Sororities must adhere to. National Pan-Hellenic Council organizations must meet their nationally mandated minimum member requirements to maintain their recognition status. Some of the benefits of recognized student organizations as outlined in the Student Organization Handbook include:
 - a. Only chartered organizations in good standing may request and use campus facilities.
 - b. Apply for funding through the Student Allocations Committee
 - c. Associate Winthrop's name with that of the organization.
 - d. Be included in Winthrop publications when appropriate.
 - e. Advertise on campus to promote activities and events.
 - f. Sponsor campus programs and activities.
 - g. Post flyers/posters to promote on-campus events.
 - h. Obtain assistance from the Office of Student Activities in matters of finance, programming, leadership, and resources.
2. Maintain good standing with the fraternity/sorority National/International Organization.
3. Be recognized by a governing council and maintain good standing with that council: National Panhellenic Conference (NPC) groups must be recognized by the College Panhellenic Council (CPC). North-American

Interfraternity Council (NIC) groups must be recognized by the Interfraternity Council (IFC). National Pan-Hellenic Council (NPHC) groups must be recognized by the NPHC of Winthrop University.

4. Comply with all Winthrop University Fraternity & Sorority Affairs policies & procedures including the [Social Event Guidelines](#) and [Membership Policy](#).
5. Comply with all applicable Winthrop University policies, regulations, and rules. Violations or alleged violations of the Student Conduct Code will be referred to the Fraternal Conduct Board or Dean of Students Office and may impact standing.
6. Annually complete and turn in [Chapter Achievement Plan](#) (at least Parts I & II) by the established deadline.
7. Submit and maintain up-to-date contact information for chapter officers and advisors using the [Chapter Officer Information Form](#). Forms should be submitted no later than 2 weeks after the first day of classes each semester. If elections are held mid-semester, forms should be completed for new officers within one week of elections. Forms can be found on the Office of Fraternity & Sorority Affairs website.
8. Submit and maintain an up-to-date membership roster with the Office of Fraternity and Sorority Affairs. New members must be added via the Verification of [New Members Form](#) or [Verification of Aspirants Form](#) as outlined in the [Membership Policy](#). All members to be removed from the roster must be submitted to the Office of Fraternity & Sorority Affairs via the [Chapter Roster Update Form](#) no later than November 15th for fall semester and April 15th for spring semester. Members may be removed only by using the Chapter Roster Update Form.

Section 4: Requirements and Procedures for Initial/Regaining Recognition

In order to initially receive recognition or regain recognition after suspension chapters/colonies or interest chapters/colonies must complete additional steps to items outlined in **Section 3**, including but not limited to, the following:

1. In order to regain recognition, the Office of Fraternity & Sorority Affairs and/or the Dean of Students Office may impose other requirements that must be met by the organization in addition to those sanctions issued by the Fraternal Conduct Board or Dean of Students Office and the provisions of **Section 3** above.
2. Obtain a letter of intent from the national/international organization stating their desire to begin a chapter/colony at Winthrop University and explanation of their plan of action/timeline, and resources they will provide in supporting the colony/chapter which includes identification of a chapter advisor that live within 50 miles of Winthrop University as well as identification of an active faculty/staff advisor that assists the chapter in specific operational areas.
3. Provide proof of at least \$1 million dollars in liability insurance from the national/international organization.
4. Submit to the Office of Fraternity & Sorority Affairs proof of a national/international risk management policy.
5. Submit to the Office of Fraternity & Sorority Affairs New Member Education/Intake policies and procedures that include timeline, outline of New Member/Intake Program, commitment to compliance with the Winthrop University Hazing Policy and [University Membership Policy](#).
6. Compliance with governing council requirements as prescribed by the appropriate Greek governing council (CPC, IFC, or NPHC).

- a. For any new NPC or NIC groups please reference the governing council's extension and expansion policies for council specific requirements. For any new NPHC groups looking to join or be reinstated please contact the Assistant Director of Student Activities for Fraternity & Sorority Affairs.
- b. Any groups that do not fall under any of the nationally recognized councils listed above must follow the process of becoming an active chapter:
 - i. Interest Chapter/Colony Qualifications
 1. Requirements
 - a. Be a [recognized as a student organization](#) in good standing by the Office of Student Activities
 - b. Be active on campus for two (2) consecutive semesters
 - c. Maintain a minimum of six (6) active members
 - d. Hold a minimum 2.5 GPA as an organization

Once all qualifications have been met as an Interest Chapter/Colony, formal documentation of all completed requirements must be sent to the council executive board and Assistant Director of Student Activities for Fraternity & Sorority Affairs to be under review for Associate Chapter/Colony status. When the requirements have been approved, the organization is then eligible to petition to become an associate member status of the Interfraternity Council (fraternities) or College Panhellenic Council (sororities).

2. Petition for Associate Chapter/Colony Status
 - a. Once eligible to petition for associate member status the interest chapter/colony must give a presentation the council meeting in which they wish to gain membership. The presentation must include the following:
 - i. Chapter Information (chapter/membership/national history)
 - ii. Contributions to campus (events/fundraisers/community service)
 - iii. Recruitment/Intake and retention plan outline
 - iv. Q&A with the governing council
 - b. Voting procedures and privileges of associate membership are outlined in each council's constitution and by-laws.

Section 5: Loss of Recognition

Any group that fails to comply with the provisions of **Section 3** may lose its recognition by the Office of Student Activities – Office of Fraternity & Sorority Affairs, and may be subject to suspension and/or disciplinary action through the Fraternal Conduct Board of Dean of Students Office.