



## NEW MEMBER EDUCATION PLAN

Chapter Name: \_\_\_\_\_

Semester: \_\_\_\_\_

<b>Individual completing this report:</b>	
<b>Phone Number:</b>	
<b>Email Address:</b>	

When submitting your New Member Education program please be sure to include the four components listed below. *Please return this form with your plan.*

1. A specific outline (syllabus) detailing all activities included in the new member period. This should include but is not limited to:
  - Meetings
  - Activities – ALL activities required by new members
  - Study Hall
  - Tests
2. For each meeting, activity, and event from #1(above) include the following:
  - Date
  - Time
  - Location
  - Description of what will be taking placeIf you are uncertain of the exact date, time or location of a particular event, please indicate which week it will take place and include a description.

**EXAMPLE:**

New Member Meeting: Week One, Monday, Sept. 25<sup>th</sup> at 9:00 p.m. at the House

Description: Discussion of chapter history both nationally and locally. We will review our founders and discuss the mission of our fraternity. We will then have class officer reports. Focus of the discussion will be planning the upcoming new member fundraiser.

3. List and explain ALL responsibilities of new members. For example, they must pass a national exam and pay an initiation fee.

**If you have any questions please feel free to call the Greek Life Office at 239-590-7904 or stop by the Student Union, Room 104 to set up an appointment.**