

# Intake Intent Form

## FA 21'/SP 22' Academic year

PLEASE TYPE IF POSSIBLE

### Section 1. INTENT

This notice is to inform the Office of Sorority & Fraternity Life at Towson University that the \_\_\_\_\_ chapter of \_\_\_\_\_ will be conducting Membership Intake during the Fall  / Spring  semester of \_\_\_\_\_ (year).

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### Section 2. INTAKE OFFICER CONTACTS

Officer	Name	Phone	Email
President			
Chapter officer overseeing intake / new member education			
Faculty/Staff advisor			
Chapter Advisor			
District or regional rep overseeing new member education / intake			

### Section 3. INTAKE SCHEDULE (CALENDARS MUST BE ATTACHED THAT INCLUDES ALL ACTIVITIES AND MUST FOLLOW THE DATES BELOW)

#### Recruiting & Intake Activities:

**FALL** – Wednesday, September 1<sup>st</sup>, 2021 (*Meet the Greeks*)

Debut Window – Monday, November 1<sup>st</sup> to Friday, November 19<sup>th</sup>, 2021

**SPRING** – Tuesday, February 1<sup>st</sup>, 2022 (*Meet the Greeks*)

Debut Window – Monday, March 28<sup>th</sup> – Friday, April 15<sup>th</sup>, 2022

\*\*\* New member education / Intake can only be 6/7 weeks \*\*\*

Interest/Rush/Informational Meeting Date(s) and Location(s):	
New member initiation date:	

Please Type

\*\*Failure to submit a complete form may result in Intake request being denied\*\*

<b>ONLY CHECK ONE OPTION</b>	<input type="checkbox"/> <b>Option 1: FSL Sponsored Venue Dates:</b> (Dates sent separately by the coordinator of FSL)  <input type="checkbox"/> <b>Option 2: Chapter selection:</b>  <b>Please Note:</b> Chapters <b>MUST</b> finalize their debut details within 1month after Meet the Greeks.
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We, the undersigned, attest that the above information is accurate and correct to the best of our knowledge. We also attest that the attached form is complete and rooms have been finalized. Furthermore, we agree to the following conditions of Membership Intake:

- A. We will comply with all the policies and procedures outlined in the Towson University NPHC & MGC Membership intake and presentation guidelines document.
- B. We will comply with local, state, federal laws, university and (inter)national organization rules, standards, and codes during the Membership Intake process.
- C. We will inform the Director/Coordinator of Fraternity and Sorority Life of any changes to our Membership Intake schedule by formal letter.
- D. We agree that the failure to comply with the outlined guidelines and deadlines will result in the immediate canceling of the membership intake process.

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Chapter President / Expansion officer	Signature	Date
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Faculty / Staff Advisor Name	Signature	Date
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Chapter Advisor Name	Signature	Date
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**ATTACHED CALENDAR**

**Chapters MUST submit a schedule along with this document. Includes all dates, times and locations for all education of candidates and membership intake process/recruitment activities with a summary of what each educational activity will entail. Be sure to include Towson University mandated sessions for new members and any recruitment/intake activities.**

**\*\*\*This form will be considered incomplete without the appropriate signatures and a complete membership Intake process schedule attached**

Please Type

\*\*Failure to submit a complete form may result in Intake request being denied\*\*