



UNIVERSITY OF CENTRAL FLORIDA

FRATERNITY AND SORORITY LIFE

FORMS CHECKLIST

Revised 6/17/16

Organizations are required to meet the following deadlines to be in good standing with the Office of Fraternity and Sorority Life. Failure to comply will result in cancellation of planned social events (i.e. SAFE, SERF) and a fine will be assessed.

Fall 2016

ALL COUNCILS:

- Greek Orientations:** 5 sessions available: email sent from OSI to register
Dates: August 11 (2-3PM), 18 (11-12PM), 23 (530-630PM), 26 (11-12PM), 30 (530-630PM)
All chapters are required to attend at least one session per academic year. If you are a newly elected officer you are recommended to attend and learn about FSL Forms and OSI requirements.
 - ARF: Activities Review Form** (large philanthropy, community wide, & annual events)
All chapters are required to submit ARF form 15 days before event to Greek Council at OFSL.
 - New Member Chapter Plan:** Friday, August 26, 2016 5:00pm
Please make sure to include the New Member Chapter Plan Cover Sheet found on FSL website
 - OFSL Packet One:** Friday, September 9, 2016 5:00pm
 - Emergency Plan
 - Non-Hazing
 - Chapter Plan (include Scholarship Plan)
 - Roster Edit 1 (PAN pre-recruitment roster meets this requirement)** **Friendly reminder: RSO Update Form (OSI) also due!***
 - OFSL Packet Two:** Wednesday, November 30, 2016 5:00pm
 - Final Roster Edit
 - Community Service & Philanthropy Report
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All PNMs (interests) must be cleared for grade eligibility by OFSL prior to offering bids or letters of acceptance. Please contact your OFSL council advisor for assistance.

DGC:

- Membership Candidate List: **Must be submit prior to starting intake**
Includes all students who have accepted a bid to commence a new member education program/intake. (PNM form will be used to confirm eligibility prior to intake.)
- New Member Form: **Must be submit no later than start of final week of intake**

IFC:

- New Member Form: **Must be submit immediately after all bids have been accepted**
Must be completed and submit to OFSL prior to commencing a new member education program.

NPHC:

- Membership Candidate List: **Must be submit prior to starting intake**
Includes all students who have accepted a bid to commence a new member education program/intake. (PNM form will be used to confirm eligibility prior to intake.)
- New Member Form: **Must be submit no later than start of final week of intake**

PAN:

- New Member Form: **Must be submit immediately after COBs are completed**
Must be completed and submit to OFSL prior to commencing a new member education program.