



Notice of Intention to Conduct Membership Intake Process

Student Involvement & Leadership Development
Campus Life Building, Room 150
815-753-1421

The Northern Illinois University's Student Involvement & Leadership Development (SILD), Fraternity & Sorority Life (FSL) must be notified prior to any IFC, PHC, NPHC, or UGC Greek chapter begins a membership intake process. The purpose of this notification is to ensure that FSL staff members are aware of membership activities and to ensure adherence to both Northern Illinois University policies and all of the rules and guidelines of their inter/national organization regarding the membership intake process. Any changes to the information below must be updated with FSL and/or the Associate Director of SILD immediately.

This form must be submitted to the FSL Office, Campus Life Building 150, two (2) weeks prior to beginning a membership intake process, or September 15th for the Fall or February 15th for the Spring, whichever occurs first.

Organization: _____

Date(s) of Interest Meetings: _____

Anticipated Intake Start Date: _____ Anticipated Completion Date: _____

Anticipated Education Start Date: _____ Anticipated Completion Date: _____

Anticipated Initiation Date of Aspirants: _____

Anticipated New Member Step Exhibition/Probate Date: _____

Anticipated New Member Step Exhibition/Probate Location: _____

(NOTE: A copy of the location confirmation must be attached to this form.)

The person in charge of intake for the Chapter will be: _____

Position within Chapter: _____

Phone Number: _____ Email: _____

Sponsoring Graduate Chapter: _____

Phone Number: _____ Email: _____

I agree that the above information is correct and agree to uphold all Northern Illinois and Inter/National Headquarters policies. I also, understand that in order for this form to be complete, I must email a list of new members containing the following information: Full name, ZID, The Anti-Hazing and Grade Release form.

Chapter President: _____ Date: _____

Graduate Advisor: _____ Date: _____

FSL Assistant Director: _____ Date: _____

Department Use Only:

Received By: _____ Date: _____

Return to:
Student Involvement & Leadership Development, Fraternity & Sorority Life
Campus Life Building, Suite 150 DeKalb, IL 60115
(815) 753-1421