

Bentley University Fraternity & Sorority Life  
**Recruitment & New Member Education Policy**

*Updated 8.17.21*

The following policy applies to all recognized social fraternity and sorority chapters at Bentley University who intended to recruit and eventually initiate any number of new members in a given semester. The intent of this policy is to promote an educational, values-driven, safe, and successful new recruitment and member process for all chapters and new members. Chapter presidents, recruitment chairs, and new member educators are responsible for aligning all chapter activities with this policy and for ensuring their currently initiated members understand and adhere to this policy. Student Programs & Engagement (SP&E) staff are available before, during, and after recruitment and new member education to assist chapters or new members and address any questions or concerns that chapters or new members may have.

### **Timeline**

Fall semester recruitment (for fraternities and sororities) will begin on or after the first Monday following the first week of class and will conclude on or before the third Sunday following the first week of class. Spring semester recruitment follows the same timeline for fraternities and takes the form of formal recruitment for sororities – a process that takes place over one weekend typically around the second weekend of the semester. Student Programs & Engagement will confirm exact recruitment period dates with chapters prior to the start of each semester. Sorority recruitment is permitted to continue through the end of any semester through the C.O.B (Continuous Open Bidding) process; otherwise, recruitment or new member education events for any chapter are not to take place outside of the dates set by Student Programs & Engagement.

New Member Education shall be held following a chapter's recruitment process and shall last for a period not to exceed six weeks from the time of distribution of bids. It is highly recommended that chapters utilize at most a four-week or five-week process. Chapters seeking an exemption from the six-week maximum must first request and receive approval from SP&E.

### **Schedules**

It is expected that chapters develop their recruitment and new member schedules with an attention to the well-being and academic responsibilities of potential new members and new members.

Chapters must adhere to their approved recruitment and new member education schedules, which are due to Student Programs & Engagement by dates outlined in the FSL Standards Program. Schedules must include the name, date, start and end times, location, and a brief description for each recruitment and new member education event on their schedule. New Member Education schedules must include dedicated time for new members to meet SP&E staff.

Recruitment and New Member Education schedules must be reviewed with the chapter in a chapter meeting prior to the beginning of each process and copies of the schedules must be communicated and made available to all members (and new members of the chapter in the case of new member education schedules). Officers must confirm to SP&E that this review has taken place per the Standards Program.

### **Compliance with University Policies**

Chapter recruitment and new member education events are expected to comply with all University policies (including all expectations laid out in the FSL Standards Program). Events that take place in the Residence Halls must adhere to Residential Center policies. Additional information about event policies can be found in the Student Organization Guidebook or by contacting SP&E.

***All recruitment and new member education events must be alcohol-free and substance-free.*** Initiated members are not permitted to host events with alcohol where potential new members or new members may be in attendance, and initiated members may not provide alcohol to potential new members or new members under any circumstances. Similarly, potential new members and new members must not attend any events hosted by an initiated member where alcohol is present during recruitment and new member education processes.

The Student Handbook contains Bentley's hazing policy, which outlines how the University defines hazing, behaviors that may be considered hazing, and other important information. All forms of hazing, even those activities that are perceived to be more subtle hazing behaviors, are prohibited under the policy.

Forms for reporting misconduct that may occur during the new member education process are provided below:

- Hazing Report Form: [https://bentley-advocate.symplicity.com/public\\_report/index.php/pid485142?rep\\_type=1000](https://bentley-advocate.symplicity.com/public_report/index.php/pid485142?rep_type=1000)

- Bentley CARES: [www.bentley.edu/bentley-cares](http://www.bentley.edu/bentley-cares) (this link is useful in obtaining support from a Bentley staff member in addressing concerning behavior).
- Anonymous University Police Tip Line: <https://www.bentley.edu/university-life/student-health/anonymous-tip-line> (this link is useful if you are seeking to file an anonymous report with the University and/or through the criminal court system).

#### **Eligibility & Bid Distribution**

Chapters are not permitted to offer bids to, or allow participation in recruitment or new member education activities by, any student not meeting the University's qualifications for membership. All chapters will give out bids within a defined timeframe agreed upon by the Councils and chapters participating in recruitment.

#### **Communication with SP&E**

Chapters are expected to maintain proactive communication with, and be responsive to communication from, SP&E.

Any changes to approved schedules must first receive approval from Student Programs & Engagement prior to occurring.

Chapters must notify SP&E within 48 hours of a new member's withdrawal or removal from the new member education process.

***Violations of this policy will be referred to SP&E, the Office of Student Conduct, the chapter's headquarters, and/or the respective governing council.***