

FORMING A FRATERNITY OR SORORITY AT SUNY NEW PALTZ:

Steps to Establishing or Re-recognition of Fraternities or Sororities:

1. The Assistant Director of Student Activities or designee must receive in writing the following information:
 - a. A letter of authorization from the Regional/(Inter)National Office for the specifically named individuals currently enrolled at SUNY New Paltz to form a colony, chapter, interest group, or affiliate organization.
 - b. A roster with the names of a minimum of eight undergraduate students granted authorization to form a National affiliate organization. Each student must be a full-time, matriculated undergraduate student, must have completed at least 12 credits at SUNY New Paltz, and must have a minimum cumulative GPA of 2.5 or higher. Each student must include his/her local address, phone number, student ID number, and signature.
 - c. The name of the SUNY New Paltz part/full time faculty or professional staff member who has agreed to serve as the advisor to the organization. Please submit an Advisor Agreement Form (available at the Office of Student Activities and Union Services or at www.newpaltz.edu/sub).
 - d. Copies of the following documentation from the Regional/(Inter)National Office:
 - i. Constitution and By-Laws
 - ii. New Member Program
 - iii. Risk Management Policies and Procedures
 - iv. Hazing Policies
 - v. Financial Requirements
 - vi. Code of Conduct
 - vii. Proof of Liability Insurance – for (Inter)National Organizations
 - viii. Outline of the requirements for Good Standing
 - e. Certification that the constitution by-laws, policies, regulations and practice of the organization do not restrict membership on the basis of race, creed, natural origin, age, disability, sexual preference or marital status, and further that the active members on campus have authority independent to any national organizations to determine membership in the campus affiliate.
2. After all of the above information is received, an introductory meeting will take place between the organization, the Director of Student Activities, the Assistant Director of Student Activities, the group's faculty/staff advisor, the United Greek Association President or Vice-President, and representative(s) from the organization's (Inter)National/Regional Office. After this meeting, the group will receive Provisional Interest Group status for the period of one calendar year. Provisional recognition grants

organizations the same rights and privileges as fully recognized organizations with the exception of voting privileges on the respective sub governing board and UGA.

3. Those students granted authorization to form a Regional/(Inter)National affiliate must meet with the Executive Committee of the UGA. At this meeting, the Provisional Interest Group will receive and review the UGA Constitution, discuss the upcoming presentations for sub-governing boards, and answer any questions.
4. After meeting with the UGA Executive Board a proposal may be made to a sub governing board for review, recommendation and questions. The Provisional Interest Group will formally present to their desired sub governing board, with preference based on National affiliation and partiality. Following the steps as outlined in their individual constitutions, the sub governing board will either recommend the Provisional Interest Group for official recognition as part of their sub governing board, or provide documentation citing why the group did not receive support. In this case, the Provisional Interest Group may present to another sub governing board. If all options are exhausted, the Provisional Interest Group must disband immediately, and the organization cannot initiate intentions for recognition until one calendar year from this date.
5. Once the Office of Student Activities and Union Services receives a letter of support and recommendation from a sub governing board, the President of the United Greek Association will place the organization looking for the recognition on the agenda for the next UGA Meeting. The organization will present their organization and request for recognition to the UGA. The organization will exit the meeting, allowing for further conversation. The UGA Representatives will go back to their respective chapters for the opportunity to review, recommend and question information supplied or desired. A vote will be conducted at the next UGA business meeting, where the group will either receive recommendation for recognition from UGA, or documentation citing why the group did not receive recommendation. In this case, the Provisional Interest Group must disband immediately, and the organization cannot initiate intentions for recognition until one calendar year from the date of this vote.
6. Once the Office of Student Activities and Union Services as received documentation of support and recommendation from the UGA, an official letter of recognition from the Director of Student Activities or designee will ratify the recognition of the new chapter.
7. Upon receipt of full recognition, the organization will enjoy the rights and privileges pertaining to all recognized fraternities and sororities.