



University of Lynchburg

Fraternity and Sorority Life

APPLICATION FOR EXPANSION

Name of Contact Individual:	
Address:	
Phone:	Email:
Proposed Organization:	
Name, Phone & Email of Inter/national Contact (if different than above):	

National Umbrella Organization which group belongs to:

NALFO

NAPA

NMGC

NPC

NPHC

NIC

Other: _____

FOR INTEREST GROUPS:

The following information must be submitted to the Coordinator of Fraternity and Sorority Life along with this application:

- A. Define fraternity or sorority. In your opinion, what are the components of a successful fraternity or sorority?
- B. The rationale for starting a new fraternity or sorority.
- C. Reason for not wanting to join the already existing group(s).
- D. The rationale for selecting the chosen inter/national organization.
- E. Proposed benefits the group will provide to the students, fraternity/sorority community and the college.
- F. A summary outline of the organization's mission and values and how the interest group plans to uphold them.
- G. An outline of the group's goals.
- H. The names, local addresses, and email addresses of the full-time, undergraduate matriculated University of Lynchburg students with a minimum 2.50 QPA and 12 credits earned who are interested in becoming members of the organization.
 - a. Transfer students must provide a college transcript and have attained at least a 2.50 QPA and 12 credits from their previous institution.
- I. Name, campus address, email, and telephone number of a faculty/staff advisor from the University of Lynchburg campus, as well as a statement of willingness to serve.
- J. An official letter of interest from the inter/national organization confirming their desire to establish a chapter at the University of Lynchburg and work with the interest group.

FOR INTER/NATIONAL ORGANIZATIONS

The following information must be provided by the inter/national organization:

A. Philosophy of new member education program.

- a. Outline of new member education/membership intake program.
- b. How does this program/process address the issue of human dignity?
- c. How does this program/process conform to guidelines established by the University of Lynchburg and the Commonwealth of Virginia?

B. Academic Performance

- a. Nationally, what percent of all chapters rank above the all-male or all-female averages for their chapters?
- b. How will scholarship and academic performance be promoted?
- c. What measures are taken for members that fall below your scholarship requirement?

C. Active Chapters

- a. How many active chapters are there?
- b. How many inactive chapters are there?
- c. How many chapters have been closed in the last five (5) years?
- d. How many chapters have been started in the last five (5) years?
- e. What is the average time frame for a colony to become a fully recognized chapter?
- f. Describe the process by which the organization works with chapters that are struggling.
- g. List the campuses in Virginia where the organization has chapters.
- h. Would this chapter be considered a city-wide chapter, or the University of Lynchburg would be a "Core Campus"?

D. Inter/national Support

- a. Explain the inter/national support structure.
- b. What is the procedure/schedule for chapter visitation?
- c. What is the national organization's approach to working with the host campus (e.g. fraternity/sorority advisor, faculty advisor, etc.)?
- d. Describe the staff support available to a group during the colonization period.
- e. Describe the staff support available once the group is fully chartered chapter.

E. Risk Management Program

- a. Describe the inter/national organization's risk management policies and programs.
- b. What is the inter/national procedure for handling violations of this policy?
- c. Provide a certificate of insurance from the inter/national organization.

F. Alumni

- a. How many alumni are in the greater Lynchburg/Roanoke/Charlottesville/Farmville area?
- b. Describe how the alumni are involved in the affairs of the local chapter?
- c. Does the inter/national organization sponsor an Educational Foundation? If so, what types of programs do the Foundation support?

- d. Does the inter/national organization collect alumni dues? If so, what are those funds used for?
- e. Does the inter/national organization sponsor any events or functions for the area alumni?

G. Membership Development

- a. What is the organization's position and educational program offerings on the following?
 - i. Substance abuse
 - ii. Scholarship programming
 - iii. Leadership development
 - iv. Values and ritual programming
 - v. Lifetime membership
- b. How often does the inter/national organization sponsor national and regional conferences/conventions? Are subsidies provided for local chapters to attend?

H. Community Service Record- Philanthropy

- a. Describe the inter/national organization's record of philanthropic activity.
- b. How are local chapters encouraged to be active in community service?

I. Other Services Provided by the Inter/national Organization

- a. Are grants provided for travel to events such as conferences or conventions/
- b. Are there national publications? If so, what is their name and frequency of the publication?

J. Recruitment and Chartering

- a. How will representatives of the inter/national organization be involved in the recruitment and selection of the chartering group?
- b. What is the maximum length of time a colony may remain in colony status? How are colonies having trouble meeting benchmarks supported?

EXPANSION PROCEDURE

1. File an Application for Expansion with the Office of Student Activities.
2. File a Letter of Intent to Expand with the Inter-Fraternity Council, if applicable.
3. After reviewing the application for recognition, and upon notification from the national council organization, the Coordinator of Fraternity and Sorority Life, and the Director of Student Activities will recommend to the Vice President/Dean of Students that a particular applicant group be granted recognition, suggest adjustments to the applicant's proposal, or recommend that not current applicant group warrants an offer of recognition.
4. Upon acceptance by the Vice President/Dean of Students of a recommendation to grant recognition, the national organization(s) participating in the presentations are notified of the outcome. An invitation and preferred timeline for colonization are sent to the organization(s) selected.
5. The organization will be asked to file a local constitution, list of officers, faculty/staff advisor, and agreement to the University of Lynchburg's statement on hazing. Once these have been submitted, the group will be granted the right to

reserve rooms, host events on campus, publicize activities, and establish a Presence account, webspace, and space on the University of Lynchburg website.