

SEMESTER REQUIREMENTS

- ☐ WITH REGISTRATION- Submit an updated Roster of at least six (6) financially active, Pace University full-time, undergraduate students. Include members from other Universities.
- ☐ WITH REGISTRATION- Submit an updated constitution
- ☐ WITH REGISTRATION- Submit an advisor agreement
- ☐ WITH REGISTRATION- Update your chapter's OrgSync page
- ☐ EACH MONTH- Submit a monthly log of philanthropic and community service initiatives; 5 hours of community service by each member
- ☐ BY END OF SEMESTER- Address risk management issues with all members of the chapter
- ☐ BY END OF SEMESTER- Co-sponsor one event with another Greek OR Non-Greek organization
- ☐ BY END OF SEMESTER- Sponsor at least one event per semester with a faculty member on campus
- ☐ BY END OF SEMESTER- Sponsor at least one event per semester on campus during the weekend.

ANNUAL REQUIREMENTS

- ☐ WITH REGISTRATION- Elect a scholarship chair
- ☐ WITH REGISTRATION- Develop & submit a scholarship program
- ☐ BY END OF CALENDAR YEAR- Host one program of philanthropic activity that includes service to the university, community & general public
- ☐ BY END OF CALENDAR YEAR- Send members to at least one regional/national leadership training (if applicable) AND/OR attend a University sponsored leadership training
- ☐ WITH REGISTRATION- Submit a copy of an insurance policy valued at one million dollars (FOR INTER/NATIONAL CHAPTERS ONLY)
- ☐ WITH REGISTRATION- Recruit at least two advisors, one faculty/staff member at the University and one that is an alumni/ae member
- ☐ WITH REGISTRATION- Submit a copy of the chapter's charter to the University.
- ☐ WITH REGISTRATION /BY END OF SEMESTER- Submit a list of members who hold leadership positions in other campus organizations and campus programs (RA. OL. etc.)

Please note that further requirements may be outlined by each governing council

GREEK LIFE

Relationship Statement Checklist

Here is a check list guide for chapters/colonies at Pace University – Pleasantville to assist with completing the minimum requirements for the as outlined in the Relationship Statement. These requirements are due by **Registration of each semester OR Submission of the End of the Semester reports** in order to remain in good standing. If you have any questions, comments or concerns please contact:

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