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The Source 2011-2012\University Policies\Code Violations

2.6 Hazing-Within the context of a person(s) attempting to join, or retain “membership” in a group or organization: any action or situation which recklessly or intentionally risks the mental, psychological or physical well-being of a student with or without the consent of the student; which requires or encourages violation of public law or University policy; or, which may tend to ridicule, mistreat, degrade, humiliate or harass any individual. Hazing also is a violation of New Jersey law and could result in criminal prosecution. (Consequences may range from levels 1 to 4 and may include withdrawal of recognition by the University of a Greek or student organization or group.)

New Jersey State Hazing Law

§ 2C:40-3. Hazing; aggravated hazing

a. A person is guilty of hazing, a disorderly person’s offense, if, in connection with initiation of applicants to or members of a student or fraternal organization, he knowingly or recklessly organizes, promotes, facilitates or engages in any conduct, other than competitive athletic
events, which places or may place another person in danger of bodily injury.

b. A person is guilty of aggravated **hazing**; a crime of the fourth degree, if he commits an act prohibited in subsection a. which results in serious bodily injury to another person.
NEW MEMBER EDUCATION GUIDELINES

Eligibility
1. All cultural fraternities and sororities officially recognized by Rider University as a student organization are eligible to conduct New Member Education.
2. Fraternities and sororities that do not have current recognition at Rider University may not conduct any form of New Member Education. See the Fraternity and Sorority Recognition Policy.
3. In order for an individual to join a fraternity or sorority, he/she must be at least a second semester freshman or transfer with a minimum of 12 completed college credits at Rider University and a 2.5 cumulative GPA. Eligibility will be monitored by the staff of the Office of Greek Life through the use of grade/credit checks, which must be submitted by individual chapters prior to issuing invitations to membership (bids). Eligibility information may be released to the undergraduate chapter president and recruitment chairperson, alumni advisor(s), and the inter/national headquarters.

Membership Intake Requirements and Documentation
4. Notification of Intent
Each semester, the New Member Educator of the chapter must submit a New Member Education Report. The report is to be returned to the Office of Greek Life at least one (1) week prior to beginning of the intake process or by week six (6) of the semester, whichever date is earlier.
5. Officer Training
a. Training for New Member Educators - Each semester, New Member Educator/Intake Coordinator training will be provided by the Office of Greek Life for all chapters intending to conduct new member education. This training session is mandatory for any chapters that are considering inducting new members during that semester. Should the chapter miss this session, it is the responsibility of the chapter to contact the Office of Greek Life to schedule an individual session to review all the material prior to holding any interest meetings or informational sessions. The meeting will consist of a presentation on the University Hazing Policy, generally accepted practices for the New Member Education Process, Rider University expectations for New Member Education, as well as other educational materials. This training requirement may be waived for national representatives who will conduct a regional or national intake process on behalf of their National Headquarters, however the organization must contact the office of Greek Life to gain a copy of university policies regarding intake/new member education.
b. Training for Chapter Members - It is the responsibility of each chapter to hold a Hazing Prevention program for all chapter members prior to the beginning of new member education. This program should review all the rules, regulations and policies regarding new member education and hazing. This program may be led by the chapter new member educator, chapter president, or another representative who has received and understands the policies provided by the Office of Greek Life for new member education. Each member must then sign the Hazing Prevention Agreement and that must be submitted to the Office of Greek Life before any part of the new member process can begin.

New Member Activities and Meetings
All new member activities should be consistent with high standards of moral and ethical conduct. In addition to attending officer training and submitting all required paperwork, the organization should adhere to the following requirements:

6. **Advisor Involvement** - The chapter advisor must be present at all rituals and ceremonies for the organization.

7. **Length of Program** - The New Member Education period must be completed within 6 weeks of the beginning of the process, or according to the national organizations requirement- whichever is shorter.

8. **Initiation Deadline** - New Member Education activities and initiation must be completed prior to the last week of classes each semester, regardless of the date of commencement.

9. **University Recess** - No membership intake activities may occur during school breaks, or when university classes are not in session for the fall or spring semesters.

10. **Time of Activities** - No activities may take place on any given night after Midnight, or prior to 8 AM, EST., either on or off campus related to membership intake. Activities should also not interfere with normal class schedules of those participating in the new member education process. New members must be allowed at least eight continuous, uninterrupted hours of personal time each night during their orientation/intake program.

11. **Timeline Submission** - Each chapter wishing to conduct new member education must submit a timeline of all activities and events that will occur during the program.

12. **Program Submission** - Each chapter wishing to conduct new member education must submit a copy of the program/handbook/activity details that will occur during the time period allotted. If a national program is mandated by the organization, the chapter must follow this precisely. Once a national program is on file in the Office of Greek Life, the chapter may simply update the timeline each semester unless the national program is changed.

13. **Off Campus Events** - Chapters are not authorized to host any new member education events at any off campus location. In the case that a chapter event is being held off campus and new members are invited to attend (i.e. chapter retreat, formal dance at a 3rd party vendor, service project, etc.) the chapter must have the attendance of new members at the event approved by the Director of Greek Life.

14. **Compliance with National rules and regulations** - All chapters are required to act in accordance with the rules and regulations set forth by their National Organizations, the respective national umbrella organization (i.e. North American Interfraternity Conference, National Panhellenic Conference, etc.) and the policies and guidelines set forth by the Fraternal Information and Programming Group.

**Violations**

Violations of the intake procedures may result in a referral to the Office of Community Standards and/or loss of recognition by Rider University. Violations may include but are not limited to:

15. Submission of improper or incomplete paperwork (i.e., changing of dates or attendance numbers on forms, falsifying original signatures, incomplete paperwork, etc.).

16. Holding new member education without adhering to the New Member Education Guidelines established by the Office of Greek Life.

17. Any violations of the University Hazing Policy will result in a referral to the Office of Community Standards.
The Risk Management Policy of FIPG, Inc. includes the provisions, which follow and shall apply to all fraternity entities and all levels of fraternity membership. Note: Rider University has provided this policy for your reference exactly as provided by the Fraternal Information and Programming Group. These policies are in addition to and do not supersede the Rider University Social Code of Conduct.

ALCOHOL AND DRUGS

1. The possession, sale, use or consumption of ALCOHOLIC BEVERAGES, while on chapter premises or during a fraternity event, in any situation sponsored or endorsed by the chapter, or at any event an observer would associate with the fraternity, must be in compliance with any and all applicable laws of the state, province, county, city and institution of higher education, and must comply with either the BYOB or Third Party Vendor Guidelines.

2. No alcoholic beverages may be purchased through or with chapter funds nor may the purchase of same for members or guests be undertaken or coordinated by any member in the name of or on behalf of the chapter. The purchase or use of a bulk quantity or common source(s) of alcoholic beverage, for example, kegs or cases, is prohibited.

3. OPEN PARTIES, meaning those with unrestricted access by non-members of the fraternity, without specific invitation, where alcohol is present, are prohibited.

4. No members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to any minor (i.e., those under legal drinking age).

5. The possession, sale or use of any ILLEGAL DRUGS or CONTROLLED SUBSTANCES while on chapter premises or during a fraternity event or at any event that an observer would associate with the fraternity is strictly prohibited.

6. No chapter may co-sponsor an event with an alcohol distributor or tavern (tavern defined as an establishment generating more than half of annual gross sales from alcohol) at which alcohol is given away, sold or otherwise provided to those present. This includes any event held in, at or on the property of a tavern as defined above for purposes of fundraising. However, a chapter may rent or use a room or area in a tavern as defined above for a closed event held within the provisions of this policy, including the use of a third party vendor and guest list. An event at which alcohol is present may be conducted or co-sponsored with a charitable organization if the event is held within the provisions of this policy.

7. No chapter may co-sponsor, co-finance or attend or participate in a function at which alcohol is purchased by any of the host chapters, groups or organizations.
8. All recruitment or rush activities associated with any chapter will be non-alcoholic. No recruitment or rush activities associated with any chapter may be held at or in conjunction with a tavern or alcohol distributor as defined in this policy.

9. No member or pledge, associate/new member or novice shall permit, tolerate, encourage or participate in "drinking games.” The definition of drinking games includes but is not limited to the consumption of shots of alcohol, liquor or alcoholic beverages, the practice of consuming shots equating to one’s age, “beer pong,” “century club,” “dares” or any other activity involving the consumption of alcohol which involves duress or encouragement related to the consumption of alcohol.

10. No alcohol shall be present at any pledge/associate member/new member/novice program, activity or ritual of the chapter. This includes but is not limited to activities associated with “bid night,” “big brother – little brother” events or activities, / “big sister - little sister” events or activities, “family” events or activities and initiation.

HAZING

No chapter, colony, student or alumnus shall conduct nor condone hazing activities. Permission or approval by a person being hazed is not a defense. Hazing activities are defined as:

"Any action taken or situation created, intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol, paddling in any form, creation of excessive fatigue, physical and psychological shocks, quests, treasure hunts, scavenger hunts, road trips or any other such activities carried on outside or inside of the confines of the chapter house; wearing of public apparel which is conspicuous and not normally in good taste, engaging in public stunts and buffoonery, morally degrading or humiliating games and activities, and any other activities which are not consistent with academic achievement, fraternal law, ritual or policy or the regulations and policies of the educational institution or applicable state law."

SEXUAL ABUSE AND HARASSMENT

The fraternity will not tolerate or condone any form of sexist or sexually abusive behavior on the part of its members, whether physical, mental or emotional. This is to include any actions, activities or events, whether on chapter premises or an off-site location which are demeaning to women or men, including but not limited to verbal harassment, sexual assault by individuals or members acting together. The employment or use of strippers, exotic dancers or similar, whether professional or amateur, at a fraternity event as defined in this policy is prohibited.

FIRE, HEALTH AND SAFETY

1. All chapter houses should meet all local fire and health codes and standards.
2. All chapters should post by common phones and in other locations emergency numbers for fire, police and ambulance and should have posted evacuation routes on the back of the door of each sleeping room.

3. All chapters should comply with engineering recommendations as reported by the insurance company or municipal authorities.

4. The possession and/or use of firearms or explosive or incendiary devices of any kind within the confines and premises of the chapter house is prohibited.

5. Candles should not be used in chapter houses or individual rooms except under controlled circumstances such as initiation.

EDUCATION

Each fraternity shall annually instruct its students and alumni/alumnae in the Risk Management Policy of FIPG, Inc. Additionally, all students and key volunteers shall annually receive a copy of the Risk Management Policy and a copy of the policy shall be available on the fraternity website.
EXAMPLES OF HAZING

The following are examples of hazing in Greek-letter organizations. It is impossible to list all hazing activities, so this list is not intended to be all inclusive. Each activity can be measured against the definition for each category.

SUBTLE HAZING: Actions that are against accepted sorority or fraternity standards of conduct, behavior and good tastes. An activity, action or attitude directed toward a new member which ridicules, humiliates or embarrasses (whether intended or not and generally judged by an outside party).

EXAMPLES:
- Any violation of Ritual instructions, procedures or statutes
- Never doing anything with the new members (ignoring them as though they are not worthy)
- Calling new members any demeaning name (“pledge,” “scum,” “maggot,” “loser,” “bitch,” etc.)
- Requiring new members to call members Mr., Miss, Brother, Sister, etc.
- Any form of demerits or deprivation of privileges for standards above those of initiated members
- Scavenger hunts, whether or not such hunts promote theft, vandalism, destruction of property, or humiliating public acts for meaningless objects or for items that place the member in any harm (i.e. driving long distances to get pictures or visit other chapters, stealing, breaking and entering)
- Phone duty or house duties, if only assigned to new members (new members cannot have kitchen patrol or dish duty if active members do not – tasks must be equally separated)
- Requiring new members to carry anything at all times (i.e. backpack with specific items, a paddle, a “pledge book” for signatures, etc.)
- Keeping information from the new members prior to initiation (date of initiation, time required each day for fraternity duties, etc.) or deception prior to the ritual designed to convince a new member that he or she will not be initiated
- Memorization of stories, poems, or information not directly related to your chapter (particularly when profanity is included)
- New members expected to do anything exclusively for the entertainment of the initiated members or that all of the initiated members do not do with them
- Black books, name lists, paddles, etc. on which signatures must be obtained. If these are solely for the purpose of getting to know each other and for no other purpose, and as long as the time and the place set for getting signatures are reasonable, this activity is not objectionable
- New versus initiated members in athletic contests that are purposefully unfair and do not promote friendly competition, or instead of teams composed from both groups

HARASSMENT HAZING: Anything that causes mental anguish or physical discomfort to the new member. Any activity or activity directed toward a new member or activity which confuses, frustrates, or causes undue stress, requires an unreasonable or inordinate amount of the individual's time, or in any manner impairs the individual's academic efforts.
EXAMPLES:
- Preventing a new or initiated member from attending class or engaging them with lengthy work sessions that do not allow adequate time for academic work and studies
- Listing of new member’s faults or sins, whether publicly or privately (i.e. circling fat, confessionals, etc.)
- Putting new members in a room that is uncomfortable (noise, temperature, too small) at any time (including during pre-initiation activities or between portions of the ritual)
- Extremely loud music or many repetitions of the same music played at any time (including during pre-initiation week or between portions of the ritual)
- Conducting any type of activity to falsely create respect and trust through trickery (i.e. while blind folded eating goldfish/peaches, light bulb glass/chips, reaching into a toilet with bananas, trust falls, etc.)
- Verbal abuse (yelling at, taunting, getting “in their face,” etc.)
- Any form of questioning under pressure or in an uncomfortable position (alphabet to a burning match, firing line/line up, grilling individuals or groups, having meaningless consequences for incorrect answers, etc.)
- Requiring new members to wear unusual, conspicuous, embarrassing, or uncomfortable clothing, costumes, or uniforms or to carry objects designed to make the new or initiated member look foolish
- Nudity at any time; causing a new or initiated member to be indecently exposed or embarrassed
- Requiring only new members to enter by back/side door/window or go up back/side staircase
- Stunt or skit nights/events with demeaning and/or crude skits and/or poems
- Requiring new members to perform ridiculous work assignments or personal service to actives such as carrying books, running errands, performing maid duties, late night food runs, etc.
- Silence periods for new members (i.e. forbidding them to communicate or visit with family, friends, or others outside the organization for any length of time)
- Preventing a new member from practicing personal hygiene (i.e. wear same clothes for a week, not wearing makeup, not wearing contact lenses, etc.)

VIOLENT HAZING: Anything that causes physical and/or emotional harm.

EXAMPLES:
- Forced consumption or ingestion of any substance (i.e. alcohol, food, non food substances, etc.)
- Sexual violation or unwarranted touching of the body
- Not being allowed to eat for any reason
- Throwing or squirting anything at or on a new or initiated member (i.e. whipped cream, water, paint, etc)
- Tests of courage, bravery, stamina
- Pushing, shoving or tackling new members
- Physical or mental shocks, regardless of degree or nature (i.e. hot or cold (ice) baths
- Creation of excessive fatigue
- Any form of forced physical activities and exercise, whether extreme or not (e.g., push-ups, sit-ups or other calisthenics, runs, walks, etc.; whether on a regular surface such as land or a floor, or in some substance such as mud, snow, etc.)
- Sleep deprivation - waking up new members repeatedly during the night or all-night work or study sessions
- Uncomfortable or inconvenient sleeping arrangements (i.e. not being allowed to sleep in own room, sleeping outdoors, in house lock-ins)
- Forced road trips off campus, kidnaps of new or initiated members. This prohibition is not intended to abolish trips to other chapters, fraternity headquarters, and the like. It is meant to abolish situations in which new or initiated members are left stranded in the middle of nowhere without any money, and any other similar activity
- New member-initiated member games designed to physically harm members of the new member class
- Assault including paddling, beating, striking, or hitting
- Burning, branding, tattooing or marking in any other way of a new or initiated member
- Forcing an individual to participate in any activity or become involved in any situation that is in violation of federal, state or local laws; contrary to the person’s genuine moral or religious beliefs; or contrary to the rules and regulations of the educational institution or the national fraternity
STATEMENT OF FRATERNAL VALUES & ETHICS

North American Interfraternity Conference

In an effort to lessen the disparity between fraternity ideals and individual behavior and to personalize these ideals in the daily undergraduate experience, the following Basic Expectations of fraternity membership have been established:

I. I will know and understand the ideals expressed in my fraternity ritual and will strive to incorporate them in my daily life.

II. I will strive for academic achievement and practice academic integrity.

III. I will respect the dignity of all persons; therefore, I will not physically, mentally, psychologically or sexually abuse or haze any human being.

IV. I will protect the health and safety of all human beings.

V. I will respect my property and the property of others; therefore, I will neither abuse nor tolerate the abuse of property.

VI. I will meet my financial obligations in a timely manner.

VII. I will neither use nor support the use of illegal drugs; I will neither misuse nor support the misuse of alcohol.

VIII. I acknowledge that a clean and attractive environment is essential to both physical and mental health; therefore, I will do all in my power to see that the chapter property is properly cleaned and maintained.

IX. I will challenge my members to abide by these fraternal expectations and confront those who violate them.
HOW TO CHANGE  
FRATERNITY EDUCATION

Beauty is in the eye of the beholder. So is hazing. What you may consider to be a perfectly harmless way of making your new members learn their lessons in education, may, in the view of others, be an act of violence that can be criminal. Hazing is a felony in more than 38 states. In addition, no college administration or fraternity condones nor accepts hazing as a normal part of fraternity education.

The biggest danger in hazing is that it gets out of hand. What begins as an innocent prank can lead to disaster. You are familiar with the apocryphal story of the pledge who was tied to the railroad track, after the chapter carefully checked the timetable for that particular route - only to discover to their horror that trains do run late.

The role of the undergraduate chapter is to see that the education process is both enjoyable and rewarding, not only for the new members, but also for the active members. This calls for a precise agenda for membership education, including a list of activities and dates and times. New and old members can participate in any activity, and by being knowledgeable, get more out of activities and the educational experience.

WHERE HAZING BEGINS

Answer these questions about each activity in your new member education program. If there is one question that has a negative answer, then you know that this activity should be eliminated.

☐ Yes  ☐ No  
Is this activity an educational experience?

☐ Yes  ☐ No  
Does this activity promote and conform to the ideal and values of the fraternity?

☐ Yes  ☐ No  
Will this activity increase the new members' respect for the fraternity members of the chapter?

☐ Yes  ☐ No  
Is it an activity that new and initiated members participate in together?

☐ Yes  ☐ No  
Would you be willing to allow parents to witness this activity? A university president?

☐ Yes  ☐ No  
Does the activity have value in and of itself?

☐ Yes  ☐ No  
Would you be able to defend it in a court of law?
☐ Yes  ☐ No
prohibiting

Does the activity meet both the spirit and letter of the standards prohibiting hazing?
RESISTANCE TO CHANGE

There always is resistance to change. No matter how imminent the danger or how great the risk, some are always opposed to change. With the fraternity education process it is no different. People will still ask questions and make statements such as:

"We've never had any problems or gotten in trouble."
"What is this fraternity going to be like?"
"The International (or National) Office is doing this to cover themselves."
"This is not the same fraternity that I joined."
"What's the point of being in a fraternity?"
"They're just doing what I did, and I liked it."
"It is a bonding experience."
"It is necessary to be a good brother/sister and to understand respect for the brotherhood/sisterhood."

These questions and statements all miss the point of hazing and of fraternity education. Having someone carry a rock or a brick does not make one respect the fraternity. Having a person wear a dunce cap to class does not inspire honor for the fraternity.

WHAT NEW MEMBERS EXPECT FROM THEIR EDUCATION

New members desire many things from the fraternity. They expect these things when they become full members, and they expect them during their education period.

They want:
- To make friends
- To have a positive experience with their chapter
- To learn about the organization
- To feel wanted and needed
- To be informed as to what the chapter expects from them
- To join an organization, not a disorganization
- To be respected as individuals and members
- To be helped in adjusting to campus life, college classes, and chapter responsibilities
- To have fair treatment and not be subservient to initiated members
- To do only the work that initiated members do
- To respect older members
- To have initiation requirements, but not to have to earn active status through personal favors, competition or juvenile activities
- To have lots of fun. After all, what did everyone tell them during rush?

If the chapter offers these things, it has a successful program; and there are many activities that lead to such a program. Remember, if you have any doubt whether something is hazing or not, don't do it. Find an alternative!
ALTERNATIVES TO HAZING

Sometimes, organizations that haze new members are confused about how to change these practices. There are many creative ways to change from a hazing to a non-hazing organization. The following are some specific examples of ways to eliminate hazing and make membership a challenging but positive experience.

When organizations are challenged to eliminate hazing practices, some members are often resistant to this change. In many cases, those who are most vocal against eliminating hazing are those who are bitter and angry about the hazing that they themselves endured (but don't admit this publicly) and expect that others should be abused in order to gain "true" membership in the group. You will also find that some of these folks are likely to be bullies of the group--people who enjoy a "power trip" at the expense of someone else.

Of course, if you try to eliminate hazing in your organization, you will likely encounter many elaborate reasons for why this will be devastating for your group. While there will be some staunch supporters of the status quo, there will be many who can be convinced of the negative effects and potential risks of hazing. Believers in the supposed "benefits" of hazing may be more likely to change their opinion if they can envision some alternatives. The supposed "benefits" of hazing follow in bold with non-hazing alternatives to accomplish the same goal listed alongside.

1. **FOSTER UNITY:** Have the members of your group/organization work together on a community service project. Visit a ropes course to work on group cohesiveness, communication and leadership skills. In fraternities and sororities with chapter houses, the group might work together on a chapter room improvement project. Another option for fostering unity without hazing is for the members to work together to plan a social or athletic event with another group.

2. **DEVELOP PROBLEM-SOLVING ABILITIES:** Have new members discuss chapter weaknesses such as poor recruitment, apathy, and poor scholarship, and plan solutions that the active chapter might adopt.

3. **DEVELOP LEADERSHIP SKILLS:** Encourage participation in school/campus activities outside of the organization. Encourage new members to get involved in organizational committees and/or leadership roles. Develop a peer mentor program within your group for leadership roles. Invite school/community/business leaders into the organization to share their experiences.

4. **INSTILL A SENSE OF MEMBERSHIP:** Plan special events when the entire chapter gets together to attend a movie, or play. Plan a "membership circle" when actives and new members participate in a candlelight service in which each person has a chance to express what membership means to them.

5. **PROMOTE SCHOLARSHIP:** Take advantage of your school/college/university academic and tutoring services. Designate study hours for members of your organization. Invite college/university or community experts to discuss test-taking skills, study methods, time management etc.
6. **BUILD AWARENESS OF CHAPTER HISTORY:** Invite an older member to talk about the chapter's early days, its founding, special chapter traditions, and prominent former members.

7. **BUILD KNOWLEDGE OF THE GREEK COMMUNITY:** Invite leaders of IFC, Panhellenic, Pan-Hellenic, and/or Advisers to speak on Greek governance including their goals and expectations of the Greek system.

8. **AID CAREER GOALS:** Use college resources for seminars on resume writing, job interview skills; various careers.

9. **INVOLVE NEW MEMBERS IN THE COMMUNITY:** Get involved with campus and community service projects. Plan fund-raisers for local charitable organizations.

10. **IMPROVE RELATIONS WITH OTHER GREEKS:** Encourage new members to plan social or service projects with other new member classes; work together to plan joint social or service activities.
PRODUCTIVE NEW MEMBER EDUCATION

WHEN DEVELOPING A NEW MEMBER EDUCATION PROGRAM

Make the new member program as consistent as possible from semester to semester. Don’t leave room for gross interpretation.

Have a clear, written mission statement for your new member education program and for the Big/Little Brother/Sister Program.

Have all members involved in the process of new member education.

Don’t over program or monopolize a new member’s time.

Don’t expect or require things from a new member that you don’t expect from a member (e.g. study hours, wearing a pledge pin when members aren’t wearing their membership badges/pins, daily/nightly meetings, early morning meetings, etc.)

Make fraternal values and principles the basis for the new member program.

Make the academic achievement and support of new members a priority and a component of the new member education program.

Include the concept of lifetime membership in the new member education program. Stress that the fraternity/sorority experience doesn’t end your junior year and shouldn’t end upon graduation. Discuss the opportunities for lifetime involvement: advising undergraduate chapters, volunteering with the (inter)national organization, alumni chapter involvement, financial commitment of paying inter/national alumni dues, making financial donations to the organization’s Educational Foundation, etc.

If in doubt about the appropriateness of a new member activity, ask the Director of Greek Life. You will never get “in trouble” for asking whether something could be construed as hazing!

BEFORE NEW MEMBER EDUCATION

Review your new member program at the beginning of each semester with the help of the Director of Fraternity/Sorority Life, your advisor, or inter/national organization to help you review.

Set high membership eligibility standards and make recruitment the process of “earning your letters” through a potential new member's character, academic performance, leadership, and potential. New member education should be the process learning to integrate their existing skills and talents into the organization and identifying areas they would like to develop through the fraternity/sorority experience.

Provide a written copy of your new member program and expectations to potential new members during recruitment and again to new members before new member education begins.
Relay chapter expectations to alumni. Don’t be afraid to set boundaries with alumni and hold them accountable as you would a member.

In involve families in the new member education process. Send copies of your new member program and a letter of introduction, including the chapter’s stance on hazing, to the families of new members. Develop an event where families can visit the chapter during new member education.

Communicate in writing what new members should do if they are overwhelmed or feel pressure to do something they normally would not.

DURING NEW MEMBER EDUCATION

Take any concerns expressed by new members seriously. If you don’t know how to handle a situation, ask the Director of Fraternity/Sorority Life, your advisor or inter/national organization.

Review ritual procedures with new members before initiation to alleviate any fears they may have.

Host a brotherhood/sisterhood event for members before each initiation where you discuss ritual procedures and its message (your organization’s values and expectations).

AFTER NEW MEMBER EDUCATION

Review the ritual process, message and your organizational values with new members during a post-initiation retreat.

Ask new members to evaluate the new member program after initiation and provide feedback for ways to improve the experience for the next group of new members.

Review the new member program after each initiation with all members to determine how the experience can be improved for both members and new members. If issues or problems arose, ask the Director of Fraternity/Sorority Life, advisor or inter/national organization for help in addressing these issues during the next new member education program.

Don’t fall into the trap of treating new initiated as second-class citizens. Eliminate the use of the term “rookie” (if used). Don't expect or require things of new initiates that you wouldn't expect of all members.
100 Ways to Create Good Members Without Hazing

Compiled by Allison Swick-Duttine
Coordinator of Greek Affairs & Leadership Development
Plattsburgh State University of New York

1. Attend and/or send students to the National Hazing Symposium
2. Participate in a ropes course
3. Participate in teambuilding activities (can be facilitated by new member educator or campus professional – there are hundreds of these activities that you could use)
4. Participate in and/or plan a community service project
5. Plan a new member surprise party hosted by active members
6. Have a resume writing workshop presented by Career Services
7. Attend an educational speaker of new members choice and discuss as a chapter
8. Leadership book-of-the-month/semester club facilitated by new members
9. Invite faculty advisor to lunch with new members
10. Have a discussion about the relevance of the chapter’s creed today
11. Host or attend a study skills workshop presented by the learning center
12. Invite a successful alumni to talk about how his/her fraternal organization gave skills to succeed
13. Make arts and crafts for a cause (paint pumpkins, decorate get well cards & picture frames, etc.)
14. Participate in a recruitment workshop to help new members understand their role in helping the chapter grow and sustain
15. Invite council officers to speak about community governance
16. Invite Greek Life Staff members to speak about lifetime membership
17. Dinner and a movie
18. Shadow an executive board officer and assist in planning of a program/event
19. Create a vision and goals for the organization
20. Plan a fundraiser to pay for initiation fees
21. Include new members in chapter meetings
22. Include new members in regularly scheduled chapter activities
23. Discuss fraternal values and how they apply (or don’t apply)
24. Plan and present a speaker on a health/wellness topic
25. Require active membership in at least one organization outside the group
26. Evaluate the process during and after new member education
27. Host a family weekend activity for parents of new and active members
28. Have a consultant or inter/national visitor talk about national programs
29. Discuss what “national” does for “us” with dues money
30. Attend a Panhellenic, Interfraternity, or Intercultural Greek Council meeting
31. Participate in all-fraternity/sorority events (e.g. intramurals, Greek week, service projects, etc.)
32. Review parliamentary procedure and its purpose
33. Ask leadership experts to discuss issues such as motivation and group dynamics
34. Have new members take the Meyers-Briggs Personality Type Inventory and discuss
35. Ask a faculty member discuss ethical decision making
36. Ask a faculty member to facilitate a conversation on diversity in fraternities and sororities
37. Ask campus health educator to do a presentation on eating disorders or depression, etc.
38. Ask public safety officers to discuss the prevention of violence against women
39. Ask campus fraternity/sorority advisors to describe what the college offers fraternities/sororities
40. Plan a philanthropy project for a local charity
41. Have a contest for who can recruit the most new members to join and reward the winner with a fully-paid membership badge or initiation fee
42. Members and new members make “secret sisters/brothers” gifts for each other
43. Discuss risk management and liability with the university counsel
44. Brainstorm ways to recruit new members to present to chapter
45. Have an all-campus or all-fraternity/sorority community “Meet Our New Members” picnic
46. Have new members play on the chapter intramural team
47. Plant a new member class tree
48. Sponsor a “big/little” academic challenge with free textbooks to the winner
49. Have a candlelight/pass the gavel ceremony about what fraternity means to me
50. Have a senior student affairs administrator talk about history of fraternities/sororities at the institution
51. Brainstorm ways to improve scholarship (other than study hours)
52. Attend a theatrical production or athletic event of the new members choosing
53. Ask the library to give a lecture on effective research methods
54. Attend a program or event another organization is sponsoring
55. Have a discussion about membership standards and expectations
56. Have a chapter goal-setting retreat
57. Ask new members to accompany members to regional leadership conferences
58. Attend the campus leadership conference or workshops
59. Deconstruct past hazing activity to determine intent and brainstorm alternatives
60. Write a “letter to the founders” to thank them for the opportunity (not to be shared)
61. Attend an executive board meeting
62. Have new members help the executive board develop an icebreaker for each meeting
63. Develop a leadership “wish list” or time line of chapter and campus activities
64. Invite the fraternity/sorority awards or standards program chairman to speak about the program
65. Invite the Learning Center or Career Services Center to explain their services
66. Develop a faculty advisor appreciation gesture
67. Have active and new members collaborate on a house improvement project
68. Develop an event with a non-Greek organization that requires new members to ask the finance board for additional allocations or to apply for a campus grant
69. Have new members develop a list of ways to end chapter motivation issues
70. Ask the Mayor to discuss city issues and how the group can help
71. Ask the Elections Commissioner to discuss politics in the city/county/nation
72. Require members to register to vote and give an incentive to those who do
73. Require members below a 3.0 to attend a study skills program
74. Develop a program that allows you to begin calling them “new members…” rather than “pledges”
75. Discuss the founding of the group and how the organization has evolved over time while maintaining the vision. If it hasn’t, how can the group return to its roots?
76. Attend diversity programming offered by university and follow up with a reflection exercise to begin a dialogue on this important topic
77. Review the history of hazing, the evolution of new member education and the direction recruitment is headed
78. Discuss the “old way” of pledging versus the “new way” with a panel of alumni, administrators and council officers
79. Develop or co-sponsor a program or event with another sorority if you’re a women’s groups or a fraternity, if a men’s group
80. Have a professional discuss the “Millennial Generation” and how groups can better recruit based on this research
81. Offer a discount or reimbursement of part of the initiation fee if a new member completes Alternative Spring Break
82. Give highest new member GPA recipient a plaque or $25 gift certificate to nice restaurant
83. New member who develops best recruitment plan (or scholarship plan) gets a free ____
84. Ask Undergraduate Interfraternity Institute (UIFI) graduates to speak about lessons learned and opportunities to attend
85. Do a chapter fundraiser to send a new member to the North-American Interfraternity Conference’s Futures Quest Program or UIFI
86. Have a discussion about why new members wear pins and not members
87. Attend New Member Workshop with the campus fraternity/sorority advisor
88. Check a book out of the fraternity/sorority life office resource library to read and have a chapter discussion about
89. Allow new members time for themselves to do and be what they want - don’t monopolize their time
90. Have a weekly forum for the new members to discuss their feelings about college, Greek life, joining your organization, etc.
91. Invite another group to develop a program to benefit the entire fraternity/sorority community.
92. Invite a fitness specialist or nutritionist to discuss dietary fads – pros and cons.
93. Ask each member to list the offices/chairs they would be interested in. Have them list five things they would do differently about each. Compile results without names attached and have a constructive conversation.
94. Develop one memento of the new member class to present to the campus.
95. Eliminate the creation of new member class “paddles”, no matter their use. They’re symbolic of hazing. Come up with an alternative.
96. Ask a professor to do a workshop on etiquette.
97. Have lunch together once a week in a dining hall with the entire sorority/fraternity.
98. Invite faculty advisor to new member meetings.
99. Visit the (inter)national organization’s headquarters.
100. Question each activity and evaluate the program each semester with the help of the advisor and campus fraternity/sorority advisor
**ANTI-HAZING HOTLINE**

**College Hazing Has a New Enemy**

*Indianapolis, IN (August 28, 2007) –* As part of the ongoing attempt to end hazing on college campuses and particularly within Greek organizations, 21 international fraternities and sororities have joined forces in a coalition to establish the Greek Anti-Hazing Hotline. The toll-free number is 1-888-NOT-HAZE (1-888-668-4293).

The line is available to those who think they, or students they know, have been or may become victims of hazing. Callers may remain anonymous or provide personal information so their concerns can be responded to directly.

The Anti-Hazing Hotline connects to a dedicated voice mailbox at the Cincinnati law firm of Manley Burke, the publisher of *Fraternal Law,* a well-known law journal that chronicles legal issues involving collegiate Greek organizations and higher education.

Manley Burke will monitor the anti-hazing hotline on a daily basis and will forward all messages to the appropriate fraternal organization, along with the hazing laws from the relevant jurisdictions. In states in which the law requires notification of other authorities, this will be done. A hazing alert for an organization not involved as a sponsor will be handled as though that organization were a sponsor. A voluntary invoice will be sent to cover costs.

“Fraternities and sororities take hazing very seriously and have worked hard to see that hazing is eliminated,” said Tim Burke, president of Manley Burke. “They recognize too many people have been hurt or died as a result of hazing incidents and that today more than 45 states make hazing a crime. Officers of Greek organizations are consistently teaching their members that hazing is antithetical to the high ideals of brotherhood and sisterhood embodied in the fraternity movement,” he continued.

Norval Stephens, chairman of the Delta Tau Delta Educational Foundation and former international president of the fraternity, led efforts in establishing the hotline. Stephens worked to grow interfraternal support for the hotline from the time it was conceived in January 2007 through recruitment of sponsors and participating organizations and finally to its implementation.

Stephens explained the goal: “Our experience in the Greek world on hazing and alcohol abuse is that behavior is not changed by research. We believe educational programming and action change behavior. Research illuminates the problem but does not solve it. We hope the hotline helps to eliminate hazing.”

Stephens added, “Without exception, all national fraternities and sororities are serious about addressing hazing on the college campus. Many fraternal groups not listed as sponsors already have
their own hotlines dedicated to the fight against hazing. We stand with them in our common goal to eliminate these behaviors.”

The Anti-Hazing Hotline is a crucial new tool for Greek organizations to use to fight hazing. The 21 founding sponsors, who represent in excess of 35% of all fraternity and sorority members, have invited other fraternities and sororities to join as official sponsors of the Greek Anti-Hazing Hotline. For more information, please contact Dan McCarthy at Manley Burke at 513-721-5525.

The following organizations serve as founding sponsors:

Fraternities
- Alpha Epsilon Pi
- Alpha Sigma Phi
- Delta Chi
- Delta Sigma Phi
- Delta Tau Delta
- Delta Upsilon
- Kappa Alpha Order
- Lambda Chi Alpha
- Phi Gamma Delta
- Phi Kappa Psi
- Sigma Pi

Sororities
- Alpha Chi Omega
- Alpha Delta Pi
- Alpha Epsilon Phi
- Alpha Phi
- Alpha Sigma Tau
- Chi Omega
- Gamma Phi Beta
- Kappa Kappa Gamma
- Sigma Sigma Sigma
- Zeta Tau Alpha

For additional information or quotes, contact coalition spokesman Norval Stephens (847-382-1588) or Dan McCarthy (513-721-5525) at Manley Burke.
HAZING RELATED RESOURCES
Compiled by Campuspeak for “Crossing the Line”

BOOKS

“Be My Sorority Sister-Under Pressure” by Dorrie Williams-Wheeler, Dorrie Wheeler; (November 2003)

“Black Greek 101: The Culture, Customs, and Challenges of Black Fraternities and Sororities” by Walter M. Kimbrough, Fairleigh Dickenson University Press; (August 2003)


“Broken Pledges: The Deadly Rite of Hazing” by Hank Nuwer, Longstreet Press, Inc.; (August 1990)


“Courtney’s Legacy: A Father’s Journey” by George Cantor, Cooper Square Press; (2001)

“Dogs are Barking” by Mark Taylor, Irrepressible Press; (February 2001) – Hazing in the Australian military.

“Examining Hazing” Edited by Hank Nuwer, Indiana University Press; (September 2003)


“The Hazing Reader” edited by Hank Nuwer, Indiana University Press; (September 2003)

“High School Hazing: When Rites Become Wrongs” by Hank Nuwer, Scholastic Library Publishing; (March 2000)


“Making the Team: Inside the World of Sport Initiations and Hazing” edited by Jay Johnson and Margery Holman, University of Toronto Press; (2004)

New Challenges for Greek Letter Organizations: Transforming Fraternities and Sororities into Learning Communities” New Directions for Student Services Series by Edward G. Whipple (Editor), John Wiley & Sons, Inc.; (March 1998)

“The Pledge” by Rob Kean, Warner Books; (July 2000)

“Pledge Brothers” by Walter “Big Walt” Anderson, Milk & Honey Publishing; (2001)

“Pledged: The Secret Life of Sororities” by Alexandra Robbins, Hyperion; (April 2004)


“Torn Togas: The Dark Side of Campus Greek Life” by Esther Wright, Fairview Press; (July 1996)
“Wrongs of Passage” by Hank Nuwer, Indiana University Press; Reprint edition (January 2002)

VIDEOS

“Demythologizing the Animal House – The Real Meaning of Greek Life” Will Keim addresses the freshmen pledges at Oregon State University. He provides statistics, facts and opinions of the Greek System as a National Organization. He sites alcohol, sex, and hazing as the three barriers to the success of the Greek System. No longer available for purchase.

“Frat Daze” Frat Days is a shocking tell-all FEATURE-LENGTH MOVIE about friends that possess a burning desire to pledge a glorified fraternity – all inspired by actual events! To order, go to http://www.frat-movie.com.

“Friendly Fire” by Beck & Co. Discusses the consequences of hazing and appropriate alternatives. This video takes a very hip and eclectic, yet dramatic approach to this serious topic. Available in both male and female versions.

“Hazed and Confused-Changing the Varsity Initiation Culture” http://www.stophazing.org/hazedandconf.htm. To order this video, contact Jay Johnson at 905-522-5365 or email jay.Johnson@utoronto.ca for more information.

“The Hazing” MTI Home Video, the leading independent home entertainment studio, along with their Studio Partner, Redrum Entertainment, will release THE HAZING, about a group of college students who plan to initiate new frat members in a possessed home with other plans! THE HAZING is available on DVD at Amazon.com.

“Hazing: A Greek Tragedy” with Eileen Stevens Listen to the moving words of a mother whose son died in a fraternity hazing incident. Eileen Stevens, a leading authority and speaker on hazing, relates her story to a group of college fraternity and sorority members. Available at http://www.rentbyemail.com.

“Unless a Death Occurs” Created by Mountain lake PBS. Available at www.mountainlake.org.

“The Crime of Hazing” Produced by the Kappa Sigma chapter at the University of North Texas, the video reenacts hazing incidents, probes mental abuse, and provides excellent discussion material. (17 minutes)

“Hazing Lies” This video tells the true story of the closing of a fraternity chapter. Told by the chapter members involved, the audience can see and hear from their peers that actions do have consequences. Produced by Phi Kappa Tau Foundation. (8 minutes)

“The Case of Gamma Nu Pi” Dramatization of a courtroom scene in which a fraternity is being prosecuted following a hazing accident involving alcohol. The Theta Chi Executive Director Dave Westol’s lecture, Hazing on Trial, is updated and reinforced with a full cast of characters. (55 minutes)

“Hazing on Trial” David Westol is nationally known for this presentation on the subject of hazing. David brings into light the inaccurate view that brotherhood is developed by adversity. HAZING ON TRIAL is an excellent thought-provoking tape for new members/membership education on the subject of hazing. It is available on videotape and is 30 minutes in length.

PROGRAMS

North American Interfraternity Conference – FACILITATED

These programs are available for booking through the NIC at 317-872-1112, www.nicindy.org or nic@nicindy.org
UIFI - Undergraduate Interfraternity Institute

A program helping fraternity and sorority leaders transform their communities through values-based action for 15 years.

IMPACT - Influence*Motivation*Purpose*Action*Community*Trust

A campus-based leadership institute for fraternity and sorority leaders that encourages participants to take responsibility for planning their future, addressing community issues, renewing their fraternal spirit and commitment, and learning the leadership skills necessary to accomplish their goals.

North American Interfraternity Conference – EDUCATIONAL RESOURCES

These are available through the NIC at 317-872-1112, www.nicindy.org or nic@nicindy.org

Beginning as a Community New Member Program

A complete workshop guide for developing a new member program for the entire community. Everything that you need to host a successful program is included in the resource. A must have for IFC New Member Officers, Traveling Consultants and Campus Advisors.

Breaking Down Hazing and Building Up Brotherhood

This new hazing resource offers four main components to combat and address hazing. It offers definitions of hazing and helps address why it is wrong. It contains a workshop outline to help leaders hold discussions about eliminating hazing. It provides activities that replace hazing activities in a chapter

Brotherhood Building Ideas; (1st and 2nd ed.)

How can you build trust, rapport, respect, and unity without hazing? Proven answers are found in each booklet containing over 50 non-hazing, meaningful and fun activities for brotherhood development.

Our Chapter, Our Choice

Our Chapter, Our Choice (OCOC) is a peer-facilitated program designed to empower fraternities to examine and redefine individual and chapter norms. Several modules of OCOC exist for various areas of chapter operations including alcohol/other drug misuse and abuse/risk management, facility management, hazing, recruitment, motivation, scholarship, and violence. Our Chapter, Our Choice – Complete Training Set includes 2nd edition video, one manual for each module, an OCOC program overview manual and 10 buttons.

CAMPUSPEAK – FACILITATED

These programs are available for booking through by calling 303-745-5545. For more information, go to www.campuspeak.com or email info@campuspeak.com

SALAD - Seeking Alliances through Leadership And Diversity

This program invites leaders from varying student organizations to search for common ground, initiate relationships, and work together for the benefit of your campus community.
Students begin the program by putting their stereotypes right out on the table. What tensions exist between groups and why? Do some organizations feel less valued than others? Is there a disparity of resources among groups on campus? Once the baggage is out in the open, the focus turns to “the big picture” as the student leaders talk about their common goals and the benefits of working together to improve the campus environment.

**Crossing the Line**

This program is designed to bring leaders and advisors from varying student organizations together with campus administrators to begin the discussion about hazing on campus. Activities and discussions will center around developing a spectrum of hazing activities specific to each campus, brainstorming healthy alternatives that meet the same goals, and examining organizational values and discussing how hazing fits. Student participants will leave with an individualized action plan for dealing with or preventing hazing within their own organization or team while administrators and advisors will work on a task force model and plan for dealing with hazing campus-wide.

**RBC - Recruitment Boot Camp –** campus-based and summer versions available.

RBC leads Greek organizations and governing councils through modules, activities, and small group discussions designed to help them recruit more quality and quantity members. The sections on improving the product and alignment, focus on eliminating dangerous or destructive activities from chapters and aligning our stated values to our daily actions as one important stop in attracting more quality members to join our organizations.

**SPEAKERS**

**CAMPUSPEAK -** These programs are available for booking through by calling 303-745-5545. For more information, go to [www.campuspeak.com](http://www.campuspeak.com) or email info@campuspeak.com

**Judge Mitch Crane Programs available:**
- “Perception vs. Reality” – Risk Management for Greeks
- “Stop Hazing, Build Lifelong Friendships”
- “A Tort is Not a Cake”
- “Building Better Brothers and Sisters”

**Dr. Mari Ann Callais Programs available:**
- “From Ritual to Reality”
- “How Does Hazing Happen in My Chapter”

**T.J. Sullivan Programs available:**
- “Confronting the Idiot in Your Chapter”

**Rick Barnes Programs available:**
- “What’s All This Fuss About Risk Management”
- “Hazing: When Will it End”
- “Leading With Your Letters”

**David Stollman Programs available:**
- “Buy in or GET OUT”
- “You Are Your Brother’s Keeper!” – New Member Welcome to Fraternal Values
INDEPENDENT – Contact information is provided after each speakers name.

Elizabeth Allan, Ph.D and Brian Rahill - Cofounders of StopHazing.org. They can be contacted at speakers@stophazing.org.

Douglass E. Fierberg - An attorney who speak on the legal aspects of hazing and liability issues related to hazing. He can be contacted by email at dfeirberg@bode.com or 202-828-4100 voice / 202-828-4130 fax.

Will Keim - Speaks on a variety of issues facing college students. He can be contacted by email at willkeim@proaxis.com or 800-848-3897 / 541-758-5658 fax

Susan Lipkins - Writing a book titled “Preventing Hazing: How Parents, Teachers and Coaches Can Stop the Violence, Harassment and Humiliation”. Also speaks about hazing. She can be reached at 515-521-2518 or susanlipkins@aol.com

Rick Farnum - Speaks to athletes about the 1999-2000 Vermont hazing incident which ended their season. Email him at richardfarnum@adelphia.net

Hank Nuwer - Author of numerous books on hazing. He can be contacted through his website www.hanknuwer.com.

Dr. Thomas “Sparky” Reardon - Dean of Students, University of Mississippi. He can be contacted at sparky@loemiss.edu or 662-915-5056

Rita Saucier - Started the anti-hazing organization, Cease Hazing Activities and Deaths (C.H.A.D.) after the death of her son, Chad, as a result of hazing. Email: justrita@compuserve.com.

Karen Savoy - Founder of Mothers Against School Hazing (M.A.S.H.) after her son was hazed as a high school football player. www.mashinc.org or email ksavoy@mashinc.org.

Richard B. Sigal - Retired professor of Sociology that taught colleges for 37 years. Offers anti-hazing workshops and presentations to colleges and high schools in New Jersey. He can be contacted by email at rbsigal@nji.com or 201-317-8164 or 973-729-7441.

Dave Westol - Attorney and past Executive Director of Theta Chi Fraternity. He can be contacted by email at dave@thetachi.org.

Dr. John A. Williams - Founder and Executive Director of the Center for the Study of Pan-Hellenic Issues. He can be contacted at jwilliams@cheyney.edu or suprex78@hotmail.com or 610-399-2386.

ARTICLES

AFA News Clips – This listserv distributes news articles and press releases relevant to fraternity/sorority issues. This is an AFA members only resource.

www.stopphazing.org/news/index.htm


WEBSITES

Position Statements, Resolutions & Expectations of Hazing:
Fraternity/Risk Management Related:

FRMT Ltd. – www.frmtltd.org
Kirklin & Company, LLC - www.kirklin.com

Providing information on the subject of hazing:

www.stophazing.org - a comprehensive website on the topic of hazing
www.mashinc.org - Mothers Against School Hazing works to eliminate hazing, bullying, and abusive acts towards students.
www.fipg.org - Informative site promoting sound risk management policies and practices for member organizations and all Greek letter groups.
www.menstuff.org - Menstuff® has compiled information, books, and resources on the issue of hazing in high school and college under “Issues” then “Hazing”

hazing.hanknuwer.com – Hank Nuwer’s unofficial clearinghouse to track hazing deaths and incidents

www.jour.unr.edu/interactive/hazing/index.html - This is a website created by the Hazing group of Interactive Media (Journalism 451) at the University of Nevada, Reno. Provides information on the topic of hazing in various groups.

www.hazinglaw.com - This site provides information about hazing-related legal issues.

www.odos.uiuc.edu/greek/gazette/09172001.pdf - This is a campus website created to distribute information and resources to students on this campus.

Resources:

www.edc.org/hec/violence/hazing.html - Provides links to hazing resources


www.hazinglaw.com - Doug Fierberg is a partner in the firm of Bode & Grenier, LLP, specializing in trial and appellate matters using his expertise and the extensive resources of his firm to successfully resolve claims nationwide involving wrongful death, personal injury, hazing, sexual assault, commercial and other civil disputes.

Studies:

www.alfred.edu/sports_hazing - National Survey: Initiation Rites and Athletics for NCAA Sports Teams, Published by Alfred University, August 1999

www.alfred.edu/news/html/hazing_study.html - Initiation Rites in American High Schools: A National Survey, Published by Alfred University, August
FORMS

Each semester, the Office of Greek Life will establish specific due dates for all forms as applicable.

**New Member Education Report (start of semester)**
This report should include the name of your chapter new member educator, their contact information, and calendar of any activities involved in the new member education process. Rituals or ceremonies should be listed, along with the advisor who will be attending those events. An overview of the Inter/National Organizations’ membership intake process and schedule should also be attached to this paperwork. The report is to be returned to the Office of Greek Life at least one (1) week prior to beginning of the intake process or by week 6 of the semester, whichever date is earlier.

**Hazing Prevention Agreement**
The New Member Educator must host a meeting with all chapter members each semester, prior to the start of the new member education process, to review the rules, regulations and policies regarding new member education and hazing prevention. This form must contain the original signature of the chapter president and new member educator, as well as any other active members of the collegiate chapter. It must be signed and returned to the Office of Greek Life prior to holding any meetings or activities associated with the new member education process.

**New Member Education Timeline / Program Form**
The New Member Education Timeline / Program must be turned in by the due date each semester.

When completing the timeline, the following guidelines apply:
1. List all group events and activities that the chapter will host where new members are expected in attendance.
2. Be sure to list all ceremonies including: Pinning Ceremony, Big/Little Ceremony, and Initiation Ceremony
3. Fill out information for all weeks of the New Member Education Program (can be no longer than six weeks total).
4. For each event or activity you must list the following information:
   - **Date:** month, day, date, year
   - **Event:** title of event describing what will take place
   - **Location:** exact location of event
   - **Start:** the start time / am or pm
   - **End:** the end time / am or pm
   - **Advisor:** indicate if an advisor will be in attendance
   - **Name:** if advisor will attend, list his/her name

**Fraternity and Sorority Membership Form**
All students who accept invitations to membership (bids) must complete a Fraternity and Sorority Membership Form. This form must be completed within 48 hours of accepting the bid and must be submitted to the Office of Greek Life. All documents regarding new members submitted to the
Office of Greek Life are kept confidential, and may be shared only with university officials and inter/national organization staff as needed.

**Chapter Program Evaluation Form**
After each major program, event or ceremony, the chapter should complete and submit this form to receive credit for the annual audit.

*Note:* All paperwork must contain original signatures of new members, the chapter president and the Faculty and/or Alumni/ae Advisors (when applicable) who will conduct and supervise the New Member Education Process. Paperwork with missing signatures will be considered incomplete, and no faxed or copied paperwork will be accepted.