The following rules have been composed of NPC Unanimous Agreements, NPC Policies and recommendations for recruitment, ideas and previous rules discussed by the 2014-2015 Recruitment Chairwomen of the USD sororities. These rules were passed by a majority vote during the Spring and Fall Recruitment Meetings and ratified by vote of the Panhellenic Council. All chapters and their alumnae are expected to know, understand, and follow all of the recruitment rules. There is an overall expectation of maturity, respect, and Panhellenic friendship for all sorority members, throughout the year, and especially during formal recruitment.

I. RECRUITMENT DATES
   a. Panhellenic shall hold a formal deferred recruitment from January 21-25, 2015. Continuous open bidding will start at 10:00 AM on January 25, 2015. See below for additional rules regarding Continuous Open Bidding.

II. RECRUITING ADMINISTRATION
   a. The Panhellenic Office shall be used for handling invitations, answering questions and contributing to Panhellenic harmony.
   b. Recruitment shall be administered by a Recruitment Chairwoman and the Panhellenic Recruitment Team (consisting of VP Recruitment Operations, VP Recruitment Programming and the Panhellenic President), who will be responsible for all aspects of recruitment, including potential member’s handbook, forms, invitations, facility reservations, catering requests and office reports.
   c. A potential member shall register for formal recruitment with a fee of $35.00 before midnight on December 19, 2014 or $50.00 beginning December 20, 2014 through January 15, 2015.
   d. Only the Panhellenic Recruitment Chairwoman, Panhellenic Advisor and the Panhellenic Recruitment Team shall have access to the recruitment files and invitation information, with the Executive Board having limited access as set by the Panhellenic Advisor.
   e. The official Panhellenic Office – that shall be designated by the Panhellenic Recruitment Team – shall be off limits during formal recruitment except to the Chapter Presidents, Sigma Rho Chis, disaffiliated Panhellenic Executive Board, Chapter Recruitment Chairwomen, Chapter Alumnae Advisors, visiting national sorority officers and PNMs.
   f. Only the Panhellenic Recruitment Team, Sigma Rho Chis, and Potential New Members are allowed in the Panhellenic Office during Potential Member Selection times.
   g. Panhellenic Officers, Sigma Rho Chis and the Panhellenic Advisor may be present at Formal Membership Acceptance Card Signing.
   h. Sigma Rho Chis may not enter any recruitment events. Panhellenic Recruitment Team may enter the recruitment events to monitor observance of recruitment rules. No chapter alumnae other than chapter advisors are allowed into recruitment events of any chapter other than their own (though exceptions may be made at the discretion of the Panhellenic Recruitment Team). Chapter Advisor’s and national sorority officers may visit chapter events per visiting schedule. Visitors may be escorted by the Panhellenic Recruitment Team and follow visiting schedule
III. FINANCES AND CHAPTER OBLIGATIONS

   a. Each sorority should use sound judgment, common sense, and maturity in planning
      budgets for events during formal recruitment period.
   b. Each chapter is responsible for submitting an itemized list of their recruitment
      expenditures to the Panhellenic Vice President Recruitment Operations by the third
      Thursday of the second semester of school, **February 12th, 2015** by 1pm. The budget
      will be $1500. Donations, which must come from vendors (ex: a flower shop donating
      flowers), shall not exceed $500 total. Vendors must supply an invoice for all donated
      items that includes their business tax ID number. ALL receipts (or copies), must be turned
      in with required budget.
   c. Chapters submitting budgets after **February 12, 2015** will be charged $100 a day for
      everyday late.
   d. Any chapter submitting late lists after invitation lists are due will be charged a $100 fine. In
      addition, they will be charged $1.00 for each additional minute they are late.
   e. Chapters must have all active members, participating in any portion of formal recruitment
      (including all events from Open House to Preference Night, but not Bid Day Events)
      deactivate their Facebook profiles and refrain from any and all social media activity by
      **January 15, 2015 at 8am (the day before Formal Recruitment Work Week)**. If
      member’s profiles are still up beyond this date chapters will be fined $25 per member’s
      profile still activated. Facebook accounts and other social media may be reactivated at
      10am on **January 25, 2015 (Bid Morning)**.
   f. Each chapter Treasurer will compile and submit to the Panhellenic Vice President
      Recruitment Operations a fact sheet concerning financial responsibilities of membership in
      her chapter by **Friday, August 1, 2014**. These will be compiled into an information table
      on the Panhellenic website Recruitment page and a range will be included in recruitment
      booklet distributed to the Sigma Rho Chis when recruitment begins.
   g. Chapter minimum GPA’s will be included in the booklet distributed to the Sigma Rho Chis
      when recruitment begins. Chapters will provide this information by **December 12, 2014**.
   h. All catering requests, including water, linens, etc. will be ordered by Panhellenic from one
      vendor, University of San Diego Dining Services (Banquets and Catering). Chapters will be
      billed by Panhellenic for their catering orders and for any rented equipment they ordered
      through Panhellenic at the conclusion of Recruitment. **Catered refreshments and extra
      equipment ordered are to be included in the $1500 limit on recruitment expenditures.**
   i. Any chapter exceeding their Recruitment Budget will be fined 300% of the exceeded
      amount of their total budget. If total exceeded amount is above $100, the sorority will
      forfeit their spring formal. All social events being held one month within the end of the
      academic school year must be approved by the Vice President Recruitment Operations,
      Panhellenic President, Recruitment advisor and or other SLIC office staff.

IV. ELIGIBILITY

   a. CHAPTER MEMBERS
   i. Only the chapter members and affiliated transfers whose names appear on the chapter
      membership list are eligible to participate in formal deferred recruitment. The chapter
      roster may be amended up to 3 days after submission (exceptions may be made).
   ii. Alumnae and national officers may not recruit. They may attend events to watch
      entertainment, coordinate voting procedures or to assist with preparations of
      refreshments. Only USD collegiate sorority members and their advisor(s) may
      participate in songs. Mothers of members may assist with serving, set-up, and clean-up.
      Up to a maximum of 5 alumnae and/or mothers may be present in the recruitment room
      for recruitment Days 1-3. On Day 4, the maximum will be 12 alumnae and/or mothers.
      Anyone not a current active member of USD Greek life must have a differentiated
outfit from what the Chapters are wearing and indicate on nametag their position/role. The limits on alumnae/mothers excludes any advisors/consultants.

iii. Chapters who are under total may have alumnae and local collegian actives of the San Diego area or the nearest chapters assist with recruitment. The maximum number of women allowed to assist is the number that it would take to fill Chapter Total for said chapter.

b. POTENTIAL NEW MEMBERS
i. Determined by the Greek Guidelines, the minimum GPA required for participating in Recruitment is equal to the lowest chapter minimum GPA. For Recruitment 2015, the minimum GPA for participating in Recruitment will be a 2.5.

ii. The Potential Member must be a continuing student and have completed 12 units or a transfer student and have 24 college units completed.

V. GENERAL RULES REGARDING CONTACT WITH POTENTIAL NEW MEMBERS EFFECTIVE JANUARY 16, 2015 THROUGH BID MORNING
a. Every sorority member has an obligation to promote Greek life in a spirit of Panhellenic cooperation.

b. Potential new members may not be invited (either formally or informally) to any events that are hosted by a sorority (e.g. exchanges, date events, etc.), or be the guest of a sorority member at an event hosted by another organization.

c. Positive Panhellenic contact shall be observed throughout the entire formal recruitment period. Strict silence will begin after preference events and end after bid distribution. This means that there will be no contact; including telephone calls and text messages, written correspondence, any Facebook or other internet correspondence (Pinterest, Instagram, Twitter, etc.) or planned meetings, with the potential new members by sorority members, new members or alumnae. No sorority member, alumna or new member may visit a potential member in her residence hall room or place of residence during work week and formal recruitment (12:00 AM on **1/16/15** to 10:00AM on **1/25/15**).

d. No money may be spent on a potential member by an active or a chapter member, and no potential member may spend money on a sorority member.

e. These rules do not apply to the IMMEDIATE family of a sorority member. However, contact is limited and must be positive Panhellenic contact.

f. There shall be no promising of bids, directly or indirectly, by any member, new member or alumna of a sorority during any formal or informal recruitment period.

g. No potential member may promise to accept a bid before bids are issued formally through Panhellenic.

h. Panhellenic will do **all** advertising on formal recruitment. Individual chapters are not to do any advertising of formal recruitment, including Open House Day and New Student Orientation.

VI. GENERAL RULES REGARDING SIGMA RHO CHIS
a. Members, new members or alumnae of USD sororities shall have no contact whatsoever with Sigma Rho Chis beginning January 16, 2015, 12:00 AM until Bid Morning (January 25, 2015, 11:00 AM). Contact with the Panhellenic Recruitment Team during that period is limited to the conduct of Panhellenic business pertaining to recruitment. If contact is made with a recruitment counselor, the counselor will be removed from her position.

b. Sigma Rho Chis shall not have any contact via social media (Facebook, Twitter, Instagram, Pinterest, etc.) and deactivate their accounts beginning January 16, 2015, 12:00 AM until Bid Morning January 25, 2015 at 10:00AM.

c. Sigma Rho Chis are required to attend all training meetings instructed by the Vice President of Recruitment Programming during Fall 2014 or TBD.
d. If a Sigma Rho Chi drops out of the process at any point, there will be a penalty assessed to the corresponding chapter. The fine will be $50 after she has accepted her position as a Rho Chi, or $100 after December 1st. Additionally, the Sigma Rho Chi will not be allowed to participate with her chapter in any part of the recruitment process.

e. Every chapter must have five percent of members apply to be Sigma Rho Chis based on their chapter’s total. The Panhellenic Executive Board will establish the minimum number of Sigma Rho Chi applicants for each chapter. For every applicant a chapter is short, the chapter will be fined $50 per woman.

f. There will be a minimum number of 2 Sigma Rho Chis and a maximum number of 8 Sigma Rho Chis per chapter.

g. The Sigma Rho Chis and Panhellenic Recruitment Team must disassociate themselves, emotionally and physically, from their chapter. They may not communicate or visit with any chapter members (including, but not limited to, new members, active members, active members not recruiting, alumnae, advisors, traveling advisors, headquarters personnel, etc) throughout the entire recruitment process. Sigma Rho Chis and the stated Panhellenic Officers may not reveal their sorority affiliation to Potential New Members, and must remain completely neutral at all times. They may not wear or display any type of sorority jewelry, clothing, car decorations, or any other identifying articles during the recruitment process.

h. Sigma Rho Chis will act in an appropriate (respectful, polite, and mature) and ethical manner at all times. They will always act as a role model. They represent the Greek system and the University of San Diego at all times. They will treat all sorority members, advisors, alumnae, Panhellenic Council members, and USD employees with extreme respect and make recruitment a positive experience for all involved.

i. Sigma Rho Chis must live without active chapter members for the duration of the recruitment process.

j. Sigma Rho Chis will complete all necessary forms and paperwork properly to ensure that recruitment is handled in the most professional manner possible.

k. Sigma Rho Chis understand that they will be entrusted to use Inter Collegiate Solution (ICS), and they understand to only use it for assigned duties during assigned times during recruitment, and keep all information regarding ICS and the Potential New Members completely confidential.

l. The entire recruitment process is substance-free for Sigma Rho Chis. Failure to comply may result in removal from her position as Rho Chi and a corresponding fine of $50 to her chapter.

m. All Sigma Rho Chis must be removed from Chapter Social Media by January 1st, 2015. Failure to comply will result in a $25 fine to the chapter per Rho Chi.

n. Sigma Rho Chis and the Panhellenic Recruitment Team may not participate in the planning or implementation of chapter formal recruitment events in any fashion. They must be excused from recruitment planning workshops.

VII. GENERAL RULES FOR ALL FORMAL RECRUITMENT EVENTS

a. Formal recruitment shall take place only in rooms reserved by Panhellenic on the main USD campus. Groups are expected to leave rooms in the same condition as the room was found during formal Recruitment. A Panhellenic officer will come to check your event and prep rooms, and she must check you out before you can leave. Any failure to leave the room in any condition better than when it was found, will result in $100 fine per room (refer to Appendix for compiled table of possible fines).

b. An event plan shall be submitted to ensure communication among chapters for the content of theme, song, decoration, and dress. Panhellenic Recruitment team has the responsibility to inform chapters of any event plan overlap regarding a different chapter.
c. All entertainment, taking place during recruitment events, must stay within the rooms.
d. Do not drag anything across the floor (including trash bags), which might make skid marks or stains.
e. Chapters must supply power strips and extension cords for themselves.
f. No alcoholic beverages shall be allowed during formal recruitment events.
g. No outside beverages or food may be brought into events unless approved by Panhellenic and USD Dining Services.
h. There shall be no usage of live animals in any events, including for decorations.
i. Favors of any nature may not be given to potential new members at any recruitment event, whether or not the potential new members remove it from the event. Panhellenic will provide nametags for all potential new members at all events. Panhellenic will provide nametags for all participating active members, alumnae, mothers and advisors in all chapters. No other nametags will be allowed for use.
j. Panhellenic and Sigma Rho Chis will provide chapters with attendance lists of all potential new members present prior to the beginning of each event.
k. All sororities are responsible for adhering to the times for beginning and ending events and the deadlines for invitations.
l. Scrapbooks and other sorority memorabilia may be displayed, however Sigma Rho Chis and the Panhellenic Recruitment Team’s pictures in scrapbooks and displays may not be present. If group pictures and or composites must be used, Sigma Rho Chis and Panhellenic Recruitment Team’s pictures and names must be covered completely, with no exceptions.
m. Pictures of Sigma Rho Chis and the Panhellenic Recruitment Team may not appear in the chapter slide shows. All pictures of Sigma Rho Chis and the Panhellenic Recruitment Team must be removed from chapter websites by January 1, 2015. In addition, any chapter apparel and paraphernalia may not be worn/displayed as well.
n. Men shall not be present during Formal Recruitment in any form including pictures, slideshows, and videos. Exceptions can be made by the Recruitment Team. (One exception could include the video on Philanthropy day.)
o. Chapters are responsible for knowing and abiding by all University Center rules and requests regarding the rooms they are using for recruitment events and for dressing areas. This applies to recruitment practice periods as well as recruitment events. Written notice of these rules will be provided to each chapter recruitment chairwoman by Panhellenic.
p. Chairs, tables and chair covers cannot be purchased or rented. USD Panhellenic must be the only supplier. Linens from storage already owned by the chapter may be used, but cannot be purchased for the purpose of Recruitment.
q. All media requests for rooms must go through Panhellenic.

VIII. STRUCTURE:

A List of all activities, themes, songs, will be provided to each chapter by the Panhellenic Vice President Recruitment Operations.

Day 1: Greek Life
• There will be thirteen Greek Life Day (Open House) events with potential new members attending ten, 30-minute events.
• Chapters are expected to use good judgment in the amount of singing and motions used to greet potential new members on Day 1. The opening of each event on Day 1 may be a song with music no longer than 3 minutes, members will move within a two-foot radius with no formation changes.
• The closing of each event shall be limited to chants and cheers without formation (Clapping is okay, no dancing or music).
Day 2: Philanthropy
• There will be nine, 45-minute philanthropy events, with potential new members attending a maximum of six events.
• The opening of each event on Day 2 may be a song with music no longer than 3 minutes, members will move within a two-foot radius with no formation changes.
• Content of the slideshow must be 100% philanthropy. There cannot be any pictures of social events (including but not limited to formal, exchanges, and date dashes).
• The closing of each event shall be limited to chants and cheers without formation (Clapping is okay, no dancing or music).

Day 3: Sisterhood
• There will be seven, one hour Sisterhood Day Events, with potential new members attending a maximum of four events.
• The opening of this event shall be a chapter song (a song that has never been played on the radio), chant/cheer with no music and no choreographed dancing (clapping/snapping is okay).
• The closing of each event shall be limited to chants and cheers without formation (clapping okay, no dancing or music).

Day 4: Preference
• There will be four, one hour Preference Events, with potential new members attending a maximum of two events.
• Potential new members may not receive notes or personalized gifts of any kind, including place cards, in Preference Events, even if they leave these behind at the end of the event.

Day 5: Bid Morning
• New member lists, withdrawal lists, and recruitment statistics will be distributed to all chapters at the breakfast meeting on Bid Morning.
• Chapters will provide their own bid cards.

Applicable to Each Day:
• The number of events is subject to change at the discretion of the Vice President Recruitment Operations and Panhellenic Recruitment Team depending upon the number of enrolled potential new members.
• Chapters are expected to use good judgment in the amount of singing and motions used to greet potential new members.
• Song and dance performances by chapters are only permitted at the start of each event.
• All movements must be approved by the Panhellenic Recruitment Team, by the final Recruitment Meeting of Fall 2014 Semester (TBD).

IX. DRESS:
Day 1:
• Potential members and chapter members shall wear casual attire for Greek Life Day events; individual chapters will wear the Panhellenic Recruitment T-shirts in different colors without embellishments. Potential new members shall wear the Panhellenic Recruitment T-shirt and flat shoes.
• Each chapter must wear flat shoes on this day (no heels).

Days 2 and 3:
• Appropriate dress for members shall remain at the discretion of the individual chapters.
• Potential new members shall wear business casual attire.

Day 4:
• Appropriate dress for potential new members and chapter members shall be formal attire.
For all events, the individual chapters may specify colors or styles preferred, but may not require the purchase of any articles of clothing by members.

X. REFRESHMENTS:
- Beverages will be limited to ice water, which will be ordered and paid for by Panhellenic for all chapters on Day 1 only. Ice water will be ordered through Panhellenic and paid for by individual chapters Days 2-4.
- No outside beverages or food may be used in events. Food may be used as a decoration.
- No outside dishes or cutlery may be used (including, but not limited to, cups and napkins).

XI. DECORATIONS/ENTERTAINMENT:
- Decorations are limited to pictures pertaining to the day theme as set by Panhellenic, chapter paraphernalia (that is not considered an accent piece), freestanding balloons or balloon clusters, chapter composite, chapter letters (not to exceed 4ft tall), flowers, tablecloths and table centerpieces.
- Inside decorations and scenery are followed within the parameters of rules for use of the recruitment room and with the approval of the Recruitment Team.
- Chapter paraphernalia may be placed on a raised platform or surface.
- Decorations may not be placed on an elevated stage.
- No decorations outside of the room are allowed during any of the events. Prior to events beginning, Panhellenic Recruitment Team will monitor compliance with this rule and decorations deemed in violation will be removed.
- You may not adhere signage or other objects to walls or windows by any method due to the Building and “No Frills” Policies of the University of San Diego (tape, wax, gum, etc.). No nails, staples or thumbtacks may be driven into the ceiling or walls of the room. Blue tape is allowed for covering windows with plain white paper only. Easels and freestanding signage is acceptable.
- All chapters participating in any day of Formal Recruitment are required to follow the University of San Diego Building Policy and Fire Code. As such, no confetti or glitter may be used, candles/open flames are not permitted, and helium tanks must be secured to a base as stated by the appropriate policies. All decorations used during Formal Recruitment may not be elevated above a height that requires assistance from any on human shoulders, chairs, stools, step ladders, ladders, UC Operations, etc.
- There should be no outside entertainment.
- Music and inside entertainment is limited to opening songs or videos as the day specific rules below allow.

XII. DAY SPECIFIC RULES:
Day 1: Greek Life
- Inside entertainment/music is limited to welcome songs and dance or video slide shows without sound.
Day 2: Philanthropy
- Music is only permitted during the slide show and welcome song and dance.
Day 3: Sisterhood
- Inside entertainment is limited to songs or video and music is only permitted during the slide show.
Day 4: Preference
- Lights, ceremonial flowers, and one additional flower in one color, including real or
fake flowers, may be used as inside decorations.
• Five additional accent pieces will be permitted and must be approved by the Panhellenic Vice President Recruitment Operations and the Panhellenic Recruitment team by December 12, 2014.
• Accent pieces include, but are not limited to arches, stages, canopies, tulle, skirts, composites, freestanding photos, etc.

Day 5: Bid Morning
• Panhellenic will notify all chapters of any refused bids by 10:00 am on Bid Morning.
• The chapter total will be recalculated at the Bid Morning breakfast in the Spring semester and the 3rd Panhellenic meeting in the fall semester.
• The chapter total formula is the average chapter size, minus five.
• No alcoholic beverages are permitted at Bid Morning functions or for a period of 48 hours after signing a Bid card, and no men are allowed to attend bid morning activities.
• This includes gatherings of sorority members and/or potential new members at unofficial pre-gaming and post-events.

XIII. POTENTIAL MEMBER ATTENDANCE RULES:
  a. All potential new members shall attend the orientation and formal recruitment events to which they have accepted invitations. In case of illness or other emergency, the potential member shall notify the Panhellenic Advisor in writing, and excuses will be listed for the sororities in a bulletin prior to their membership selection meetings for the round of recruitment. One unexcused absence will result in the potential member being removed from recruitment.
  b. All potential new members who receive six invitations to Philanthropy Day events are required to go to six and no more than six. If a potential member receives six or less invitations, she is required to go to those events.
  c. All potential new members who receive four or more invitations to Sisterhood Day events are required to go to four and only four. If a potential member receives three or less invitations, she is required to go to those events.
  d. All potential new members who receive two or more invitations to preference events are required to go to two and only two. If a potential member receives two or less invitations, she is required to go to those events.
  e. A potential new member shall consult with her Sigma Rho Chi before withdrawing from recruitment. In the event the potential new member feels she must withdraw from recruitment, she must go to the Panhellenic Office and sign a withdrawal form.

XIV. TOTAL, QUOTA, AND BIDMATCHING
  a. The chapter total will be recalculated at the Bid Day Breakfast in the spring semester and the 3rd Panhellenic meeting in the fall semester. The chapter total formula is the average chapter size, minus five.
  b. The USD Panhellenic Association follows the NPC system of preferential bid matching. During formal recruitment, all invitations and bids are preferential, made in writing and distributed through the Panhellenic Recruitment Team and Sigma Rho Chis.
  c. Names of all potential new members attending Preference events must appear on the chapter’s first or second bid list.
  d. Quota shall be set on Bid Day by the Panhellenic advisor and the NPC release figures methodology consultant. Quota range will be given during recruitment. Carry figures for each set of invitational events shall be determined by the Panhellenic Advisor and the NPC Release Figures Methodology Consultant (RFM).
  e. Formal Membership Acceptance cards will be signed the same night of the preference events one hour after the last event ends. Failure to do so will result in the potential member being dropped from formal recruitment. Once a card is signed, no changes can
be made.

f. Any potential member signing a Formal Membership Acceptance card and receiving a bid from one of the sororities she has marked on her card shall be bound by the agreement for one calendar year if she remains a student at USD. This means she may not pledge any sorority other than the one she was matched to in bid matching. It does not mean that she cannot de-pledge once she has accepted a bid.

g. Panhellenic Council is responsible for explaining all options and consequences to potential new members before they fill in their formal membership acceptance cards.

h. All potential new members who attended Preference events shall be notified by their Sigma Rho Chi if they do not receive a bid, or will receive bids at the designated time and place on Bid Morning. They shall inform their Sigma Rho Chi whether they accept or reject their bid and will sign formal bid/grade release cards at that time. The Sigma Rho Chi will return all bid/grade release cards for her recruitment group to the Panhellenic Office and will notify the Panhellenic Office of any declined bids at that time.

i. Chapters may replace those potential new members who decline bids on Bid Morning (vacancies in quota) with women pledged in Continuous Open Bidding.

j. The Panhellenic Advisor will keep all records from formal recruitment invitations and bidmatching on file in the Panhellenic Office for one year.

XV. CONTINUOUS OPEN BIDDING

a. Students may register for Continuous Open Bidding with the Panhellenic Office, but such registration is not required. If the Panhellenic Office receives the name of a student interested in Continuous Open Bidding, her name, email and phone number will be emailed to Recruitment chairs of all chapters eligible for C.O.B. at that time.

b. If a chapter is notified by a Potential New Member that she wishes to participate in C.O.B., said chapter shall contact the Panhellenic VP Recruitment Operations with her name, email and phone number, following which that information will be emailed to Recruitment chairs of all chapters eligible for C.O.B. at that time.

c. Chapters will be eligible for Continuous Open Bidding if they do not pledge a number of new members equal to quota during formal recruitment or if they are below Total at any time during the academic year. Chapters are always entitled to Quota, even if they exceed Total by taking that number of new members.

d. Chapter eligibility must be verified before open bidding begins.

e. Chapters eligible for C.O.B. during fall semester may only pledge new students with at least 24 college units completed or continuing students. All continuing students who have completed 12 units and have the required GPA specified above are eligible for C.O.B. during spring semester.

f. Continuous Open Bidding for eligible chapters shall extend throughout the academic fall semester after total has been calculated, and throughout the spring semester (subject to the limitations on eligible new members) except during the breaks between semesters and during formal recruitment silence period. It begins again at 11:00am on Bid Morning (January 25, 2015).

g. A chapter may not encourage a potential member to drop out of formal recruitment to wait for a bid during subsequent C.O.B.

h. When a potential member receives a bid during C.O.B. the chapter is responsible for delivering the pledge card and grade release card to the Panhellenic Office within 36 hours.

i. Pledge cards signed during C.O.B. are binding for one calendar year. This means that the new member may not pledge any other NPC sorority at USD for one calendar year from the date on her C.O.B. pledge card.
XVI. INFRINGEMENTS

Infractions are serious transgressions of the recruitment rules or the NPC Unanimous Agreements. They are not to be taken lightly, and the penalties imposed will be enforced. To protect the harmonious and cooperative relationships between fraternities, chapters are asked to carefully consider prior to filing an infraction. Minor transgressions can usually be addressed with a warning, and generally are the result of rumor or misunderstanding. In such cases, infractions should not be filed.

A. All NPC Unanimous Agreements shall be followed.
B. If a major, willful infraction of the rules occurs, the process according to the National Panhellenic Conference shall be followed.

APPENDIX: FINES

<table>
<thead>
<tr>
<th>Rule Carrying Fine</th>
<th>Fine Amount</th>
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<tbody>
<tr>
<td>Final Budget Being Turned in Late</td>
<td>$100/day late</td>
</tr>
<tr>
<td>Submitting Chapter Invitation Lists Late</td>
<td>$100 + $1 for every minute late</td>
</tr>
<tr>
<td>Deactivating Facebook Accounts Late</td>
<td>$25/member still activated</td>
</tr>
<tr>
<td>Use of Social Media</td>
<td>$25 per post</td>
</tr>
<tr>
<td>Chapter Spending more than $1500</td>
<td>300% of the amount overspent</td>
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<tr>
<td>Exceeding $1500 Budget by more than $100</td>
<td>Forfeit of Chapter’s Spring Formal</td>
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<tr>
<td>Trash Left Behind/ Rooms Left in Poor Cond.</td>
<td>$100/room, per day</td>
</tr>
<tr>
<td>Late Checkout from Event Rooms (Including Work week)</td>
<td>$75 +$1 for every minute late</td>
</tr>
<tr>
<td>Use of Outside Food, Drinks or Cutlery</td>
<td>$200</td>
</tr>
<tr>
<td>Sigma Rho Chi Drops Position</td>
<td>$50 until Dec. 1st, $100 after Dec. 1st</td>
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<tr>
<td>Short Sigma Rho Chi Applications</td>
<td>$50/Applicant short</td>
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<tr>
<td>Substance Use by Sigma Rho Chi</td>
<td>$50</td>
</tr>
<tr>
<td>Sigma Rho Chi on Chapter Social Media</td>
<td>$25/photo</td>
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