The Standards of Excellence
Recruitment Resource Guide

1) Each chapter has a written recruitment/intake plan for each semester. It should include:
   a. Academic and other requirements necessary for receiving an offer for membership
      • Be selective- NOT Exclusive
         o Recruit individuals that meet your membership standards, which should be
           clearly defined and communicated to current members.
      • Fraternity & Sorority HQs should have the minimum requirements for offering
        membership, then it is up to the chapter to make these more stringent.
      • Outline all of the qualities that your chapter is looking for in a member (your
        membership values)
         o Leadership & Involvement – recruit only individuals that have been members in
           2 organizations or sports teams
            ▪ Use applicable databases or create an application that asks for this
              information.
            ▪ Coach members on how to ask questions about individuals involvement
         o Financial Responsibility – Recruit member that currently hold jobs and indicate
           that they will be able to balance work with an organizational commitment
            ▪ Clearly explain financial obligations to individuals before they join
            ▪ Be realistic and inclusive with costs
         o Academics- Recruitment members that were successful academically in high
           school
            ▪ Use applicable databases or ask FPA staff for GPA checks
         o Service/Philanthropy – Recruit members that have done service or coordinated
           philanthropy work beyond attendance at a few events
            ▪ Use applicable databases or create an application that asks for this
              information.
            ▪ Coach members on how to ask questions about individuals service
         o Character – Recruit members that hold themselves accountable for their actions
           and represent themselves well.
            ▪ Check individual’s facebook profiles
            ▪ Get recommendations for every individual
   b. Chapter goals for recruitment (i.e. Recruit 10 new members)
      • At the end of each semester the chapter leadership should set a goals for the upcoming
        recruitment. These can vary and do not have to be a number.
      • Chapter leadership should develop an action plan to meet these requirements
         o Goal: Recruit at least one legacy this semester
            ▪ Use the provided database (IFC or ICS) to determine if any legacies are
              participating in rush/recruitment.
            ▪ Contact chapter alumni and ask them if they have relatives going through
              the recruitment process
            ▪ Then explain from there how the chapter will recruit the legacy
         o Goal: Meet Quota and Total (NPC only)
            ▪ Follow NPC release figures
         o Goal: A new member class GPA of a 3.5 from HS and at least a 2.75 from
           College
            ▪ Check grades using the IFC, ICS, or FSP office
            ▪ Educate your members on how the individuals grades effect the chapter
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c. A written process that describes the plan to achieve goals or the prescribed process from Headquarters for Rush/Recruitment/Intake

2) Each chapter submits Interest/New Member Affiliation forms each semester.
   • The day that you ask an individual to join/become a interest/new member have them complete a NM affiliation form or the appropriate form. These are all found on our website at arizonagreek.orgsync.com/forms

3) Each chapter has an incentive program to reward individuals for contributing to growth of chapter.
   • Determine the needs of the chapter, does the chapter just need encouragement and more excitement regarding the recruitment process? Does the chapter need more members or higher quality new members?
   • Create a program based on your needs, this can be small rewards for a great attitude during recruitment events, monetary incentives for individuals who recruit outside formal recruitment, or simply recognition of some kind for bringing people to events.

4) Each chapter has a workshop once a year to discuss the chapter's plan for growth and/or recruitment.
   • Fraternity and Sorority HQs probably have a workshop ready to go on this subject. If not contact an FSP Staff person (your liaison or Jenny) to come up with a workshop topic. This can be as simple as covering your membership standards and how to find out if individuals meet those standards.

5) If eligible, the chapter recruits members each semester. This could include the formation of an interest group.
   • Chapters should take the opportunity to recruit each semester that they are eligible to recruit. Chapters without new growth will become stagnant.

6) Each chapter initiates at least 70% of the individuals who accepted offers of membership each semester.
   • Do not give bids to individuals you do not want to initiate.
   • Get to know individuals during the recruitment, rush and intake process.
   • Very clearly explain the financial obligations of membership, how much membership costs, what it includes and when the money is due.
   • Evaluate and revise your NM program if you have found that you are not retaining at least 70% of those that accept bids.

7) Each chapter attends all Recruitment/Outreach meetings sponsored by Interfraternity Council, Panhellenic, United Sorority & Fraternity Council, or National Pan-Hellenic Council.
   • Participate in any meetings about rush/recruitment/intake
   • Attend all functions of rush/recruitment/intake including the January Info Fair, the IFC mixers (if applicable), NPHC Meet the Greeks (if applicable), and the USFC Info Session and Triple S Show (if applicable)