

**RECRUITMENT RULES
UNIVERSITY OF SAN DIEGO
COLLEGE PANHELLENIC ASSOCIATION**

[Code of Ethics](#) listed in separate document.

I. Statement of Positive Panhellenic Contact and Promotion of the Sorority Experience

- A. We, the College Panhellenic members, will promote Panhellenic-spirited contact with all potential new members throughout the year.
 - a. All Panhellenic community members can and should speak to both their personal membership experiences and the collective Panhellenic experience.
 - b. All Panhellenic community members can and should reach out to build connections with potential new members and talk about the sorority experience on campus.
 - c. All Panhellenic community members can and should wear/display chapter paraphernalia in appropriate settings.
 - d. Cooperative education programs or informational events hosted by the Panhellenic Council for potential new members must promote the overall sorority experience. Potential new members should learn chapter specific information in recruitment events through the primary or informal recruitment processes.
- B. Panhellenic chapters can and should use social media to highlight multiple positive aspects of the sorority experience.
 - a. Social media refers to all chapter-level social media and online platform usage, including but not limited to Instagram, Twitter, SnapChat, TikTok, local chapter websites, Facebook, YouTube, and any other social media platform accessible to the public.
 - b. Panhellenic chapters should tag USD Panhellenic social media accounts as often as possible to refer PNMs to correct and streamlined communication regarding recruitment.
 - c. Panhellenic chapters can and should promote the sorority experience by posting photos, videos, and/or other multimedia that are educational rather than entertaining in nature and that follow all FSL guidelines.
 - d. Panhellenic chapters can and should request and accept friend requests from PNMs on social media sites.
- C. All communication with potential new members should follow the above policies, in addition to:
 - a. Communication refers to all non-face-to-face and in-person communication at both the chapter level and the individual level, including but not limited to Groupme, text messaging, FaceTime, email, video chats, phone call, commenting, DMing or direct messages on social media, virtual connections, etc.
 - b. Chapters and Panhellenic community members should not bombard PNMs or otherwise make them feel uncomfortable by the quantity or frequency of communications.
 - i. From prep week until bid distribution, individual chapter members should not newly follow or request PNMs on social media sites, so as to not mislead or influence PNMs about the mutual selection process during primary recruitment.
 - c. When chapters and Panhellenic community members do not have the answer to a question or need updated information, they should refer PNMs directly to the USD Panhellenic Recruitment Team.
- D. Strict silence will begin after the potential new member's last event on preference day, and continue until bid distribution. No sorority member, including alumnae and new members, may communicate with potential new members during this period. Strict silence is defined as oral, nonverbal, written, printed, text message and electronic communication or communicating

through a third party about the recruitment process. If potential new members live or interact with sorority members, only casual greetings and contact are permitted.

II. Statement of Adherence to NPC Unanimous Agreements and Policies Regarding Recruitment

- A. All NPC member organizations represented at USD adhere to NPC Unanimous Agreements and policies. All organizations will follow these valued and non-negotiable policies during the recruitment process. For more information, please see the [NPC Manual of Information](#).

III. Statement of Values-Based Recruitment

- A. All NPC member organizations represented at USD will engage in the following practices that align with the Values-Based Recruitment (1989, 1991, 1997, 2003, 2015, 2019) – POLICY during membership recruitment:

- Focus on conversations between chapter members and potential new members about organizational values and member organizations.
- Establish guidelines for membership recruitment budgets and set a cap on membership recruitment expenses, including the value of all donated goods and services.
- Keep decorations to a minimum and confined to the interior space used for recruitment rounds.
- Determine recruitment event attire for chapter members that reduces individual financial burden and eliminates costuming.
- Eliminate gifts, favors, letters and notes for potential new members.
- Eliminate all forms of bid promising, oral or written, to join a certain sorority before bids are distributed by Panhellenic.
- Eliminate recruitment skits.

B. Recruitment Event Attire

- a. Chapters may not regulate members' jewelry, accessories, skintone, makeup, shoes, or hairstyle choices. Members must be allowed to accessorize and present themselves in a way that displays their individuality.
- b. Chapters may not purchase or wear identical matching outfits. Style numbers and/or brand-specific clothing are not permitted.
- c. If a chapter chooses to regulate members' clothing, they must submit a chapter lookbook to the Panhellenic Recruitment Team for approval, before distributing to the chapter or by the event plan due date, whichever comes first.

A. Recruitment Event Decorations and Audio/Visuals

- a. Any room decorations or event audio/visuals must be included in the chapter's event plans and approved by the Panhellenic Recruitment Team.
 - i. Chapters may sing or play an approved song at the beginning and/or end of each event, not to exceed 2 minutes in length.
 - ii. Chapters may plan simple choreography (snaps, claps, steps, and/or swaying) to accompany approved songs.
 - iii. Chapters may show an approved video on Changemaking Day focused on their chapter philanthropy and social justice efforts, not to exceed **90 seconds**.
 - iv. Chapters may show an approved video on Sisterhood Day focused on chapter membership relations, not to exceed **3 minutes**.
- b. All chapters participating in any day of primary recruitment are required to follow the University of San Diego Building Policy and Fire Code at all times. As such:
 - No confetti, glitter, or feathers
 - No candles or open flames

- Helium tanks must be secured to a base and follow all relevant policies
- No decorations elevated above a height that would require assistance from chairs, stools, ladders, on someone's shoulders, etc.
- No chapter paraphernalia exceeding four feet in height.

IV. Statement of Membership Recruitment Acceptance Binding Agreement (MRABA)

- A. The College Panhellenic Association will uphold and use the membership recruitment acceptance binding agreement (MRABA) for each potential new member interested in joining a sorority, whether during primary recruitment or continuous open bidding. We agree to all policies and steps pertaining to the MRABA.

V. Statement of Automatic Reset of Total

- A. Total is the allowable chapter size as determined by the College Panhellenic and includes both new members and initiated members. A College Panhellenic should evaluate total every term. In the academic term that primary recruitment is held, total will be automatically adjusted no later than 72 hours following bid distribution.
- B. If a College Panhellenic has deferred recruitment, total will be automatically adjusted within one week (no more than 7 days) from the start of the first term of the academic year.
- C. Total will be automatically adjusted using the following method: median chapter size.
- D. All chapters must submit updated rosters by the start of chapter prep days, in order for the campus total to be accurately reset at the conclusion of primary recruitment.

VI. General Rules Regarding Recruitment Counselors

- A. Recruitment Counselors are expected to be affiliated during the recruitment process.
- B. Every chapter must have at least ten percent of its membership complete the application process which includes attending the interview process coordinated by the Panhellenic recruitment team. Panhellenic recruitment team will do their best to ensure representation from each chapter when selecting Recruitment Counselors. Chapters are encouraged not to screen applicants before they submit their application to Panhellenic.
- C. If a Recruitment Counselor drops out or is removed of the process at any point, there will be a penalty assessed to the corresponding chapter. Recruitment Counselors who begin the primary recruitment process will not be allowed to return and participate with her chapter in any part of the recruitment process.
- D. Recruitment Counselors and the Panhellenic Recruitment Team may not participate in the planning or implementation of chapter primary recruitment events in any fashion. They must be excused from recruitment planning workshops.

VII. General Rules Regarding Primary Recruitment

- A. Primary recruitment shall take place only in rooms reserved/communicated by Panhellenic.
- B. An event plan shall be submitted to ensure communication among chapters in accordance of the template provided by Panhellenic Recruitment Team. Panhellenic Recruitment Team will make all event plans public to chapter recruitment teams.

- C. The entire recruitment process is substance-free for all chapter members, recruitment counselors and Panhellenic Recruitment Team. Alcoholic beverages and other substances are not permitted from day one of chapter prep through 48 hours after bid day.
- D. Only the chapter members and affiliated transfers whose names appear on the chapter membership roster are eligible to participate in primary recruitment as chapter recruiters.
- E. Alumnae and national representatives may not recruit. They may attend events to coordinate voting procedures or to assist with event preparations. Anyone not a currently active member of USD Fraternity and Sorority Life must have a differentiated outfit from what the active collegiate members are wearing and indicate on a nametag their position/role.
- F. Chapter Advisors and national sorority representatives are allowed in recruitment events other than their own per visiting schedule created by Panhellenic Recruitment Team. Visitors must be escorted by the Panhellenic Recruitment Team and follow the visiting schedule.
- G. Panhellenic will oversee the following primary recruitment structure:
 - a. Recruitment Orientation
 - b. Day One: Changemaking (virtual open house round)
 - i. Each event will last 30 minutes with 15 minute transition time and potential new members attending 7 events.
 - c. Day Two: Sisterhood (invitational round)
 - i. Each event will last 45 minutes with 15 minute transition time and potential new members attending up to 5 events.
 - d. Day Three: Preference (invitational round)
 - i. Each event will last 60 minutes with 15 minute transition time and potential new members attending up to 2 events.
 - e. Bid Day
- H. Before the chapter can leave each night, a Panhellenic officer will check out each chapter for cleanliness and condition, and answer any lingering questions for the next day.
- I. Recruitment Counselors may not enter any recruitment events. Panhellenic Recruitment Team may enter recruitment events to monitor observance of recruitment rules.
- J. There will be no PNM “name calling” by chapters allowed until Preference round.
- K. The number of events is subject to change at the discretion of the Fraternity and Sorority Life staff and Panhellenic Recruitment Team, depending upon the number of enrolled potential new members. The FSL staff and RFM Specialist will work together to support individual chapter schedules.
- L. The USD Panhellenic Association follows the NPC system of preferential bid matching. During primary recruitment, all invitations and bids are preferential, made in writing, and distributed through the Panhellenic Recruitment Team and Recruitment Counselors.

VII. General Rules Regarding Informal Recruitment/Continuous Open Bidding (“COB”)

- A. The University of San Diego Panhellenic Association will refer to secondary recruitment as “informal recruitment” or “COB” to create positive messaging around all joining processes.
- B. Students may express interest in informal recruitment/COB with the Fraternity and Sorority Life staff or the Panhellenic recruitment team, but such registration is not required.

- C. Chapter eligibility must be verified by Fraternity and Sorority Life before open bidding begins.
- D. All chapters must have all potential new members complete the University of San Diego Voluntary Authorization For Education Record Disclosure prior to extending a bid. The potential new member must also submit a signed sorority affiliation card to Fraternity and Sorority Life within 24 hours of bid acceptance.

[Finances/Fines](#) listed in separate document.

Recruitment Dates/Deadlines listed in separate document.