**New Member Presentation Policy**

All organizations must adhere to the following guidelines when presenting new members to the campus community.

1. Presentation of new members must take place no more than 30 calendar days after the members have been initiated into the organization or by 10pm on Sunday prior to the beginning of final exams, or whichever comes first.
2. Requested New Member Presentation dates for any given semester will be determined on a first-submitted, first served basis. The Office of Greek Life will review the requested date on the Intake Verification Form and determine if that date is available and approved.
3. Presentation shows are not to be scheduled on the same night/time of a previously planned event of another chapter of the same council or the Office of Greek Life.
4. No explicit or revealing attire is to be worn by the new members or other show participants/performers.
5. Disparaging comments about other organizations or use of foul language will NOT be tolerated and will be subject to referral to the Office of Student Conduct.
6. All music MUST be edited. It is the chapters’ responsibility to make deejays aware of this policy. Unedited music will be subject to referral to the Office of Student Conduct.
7. No alcoholic beverages will be permitted.
8. No physical abuse will be tolerated. This includes, but is not limited to: slapping, kicking, spitting, punching, pushing, poking, caning, etc. Canes, staffs, sticks, etc. may be used as part of the performance, but may not be used as a weapon to harm another individual.
9. Paddles of any form are prohibited.
10. Open flames are prohibited, unless reserved venue permits.
11. In the event of a fight during the presentation, the Office of Student Conduct will discipline those fighting immediately. If a member of the presenting organization is involved, the presentation will be stopped immediately.
12. Disruptions by other attending organizations will not be tolerated. This includes, but is not limited to: walking through the presenters’ show, talking over the presenting organization, etc.
13. Presentations must begin no later than 8pm and last no longer than 2 hours. Following the show, members of the presenting organizations must vacate the area within 30 minutes to assist with crowd disbursement. The presenting organization will be responsible for ensuring the site used is left in its original state after use.
	1. All shows must start within 15 minutes of the scheduled start time or the show will be canceled. NO EXCEPTIONS!
14. An Arkansas State University staff member, **IN ADDITION TO** the sponsoring organization’s chapter advisor MUST be in attendance at all new member presentations. The presenting organization must coordinate the schedule with the chapter advisor and staff member who will be present.