

UNIVERSITY OF SOUTH ALABAMA COLLEGE PANHELLENIC COUNCIL RECRUITMENT RULES

I. Adherence to NPC Unanimous Agreements and Policies Regarding Recruitment

All NPC member organizations at the University of South Alabama adhere to NPC Unanimous Agreements and policies. All organizations will follow these valued and non-negotiable policies during the recruitment process.

II. Membership Recruitment Acceptance Binding Agreement (MRABA)

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

III. Strict Silence

Strict silence is observed only between the end of preference events and bid distribution.

IV. Promotion of the Sorority Experience

College and Alumnae Panhellenic rules must not infringe on the rights of NPC member organization chapters in how they communicate, contact and promote the overall sorority experience and membership opportunities to potential new members. All sorority promotions should be positive and in the spirit of Panhellenic unity through all forms of communication (e.g., print, digital, in-person).

Promoting the sorority experience does not mean creating an unfair advantage for a particular chapter. It means being friendly and responding to questions PNMs might ask of Panhellenic members. It means promoting sorority membership in general, not a particular organization. It also means current and alumnae members do not have to hide their sorority affiliation or be forced to delete social media accounts or be penalized for talking about their membership.

V. Values-Based Recruitment

All NPC member organizations represented at the University of South Alabama will engage in the following practices that align with the Values-Based Recruitment Policy during membership recruitment:

- Focus on conversations between chapter members and PNMs about organizational values and member organizations.
- Establish guidelines for membership recruitment budgets and cap 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.
- Eliminate the required purchasing of recruitment event attire for chapter members.

- Eliminate gifts, favors, letters and notes for PNMs.
- Eliminate all forms of bid promising, oral or written, to join a certain sorority before bids are distributed by Panhellenic.
- Eliminate extraneous and costly performances. This includes but is not limited to, recruitment skits and door stacks.

VI. Primary Recruitment Logistics

The College Panhellenic Council maintains a separate Schedule, Logistics, and Deadlines document that outlines all recruitment dates, times, deadlines, and operational details. This document may be updated as needed without a formal vote. All chapters are responsible for adhering to the most current version.

The following guidelines will apply to all rounds:

- All scheduled times are based on Mobile, Alabama (Central Time). For the most accurate time reference, please use: <https://www.timeanddate.com/worldclock/usa/mobile>
- Decorations:
 - Wooden letters may be used in any space, including the foyer.
 - Wreaths and door hangers on the outside of house doors will be permitted. Wreaths may be faux or live.
 - In accordance with fire safety guidelines, there must be clear walkways to the exits and ceiling sprinklers must remain unobstructed. Decorations hanging from the ceiling will not be permitted.
- Chapters may choose how they would like to display approved media.
- Dress for active members may be selected by the chapter, but members should not be required to purchase specific brands of clothing.
- Pi Chis will arrange Potential New Members in the same order as the party lists prior to entering the chapter houses for all nights of Primary Recruitment.

PNM Orientation:

College Panhellenic Council will hold a PNM Orientation session on a date listed in the recruitment schedule, logistics and deadline document. This event will serve to introduce PNMs to the process and their Pi Chis.

Chapters will present the financial transparency sheets. Each chapter may send one member to present the information. Financial packets will be provided to PNMs by College Panhellenic Council. Finalized financial packets should be submitted to cpcrecruitment@southalabama.edu by the deadline in the recruitment schedule, logistics and deadline document.

Round 1: Philanthropy Round

Philanthropy Round Specific dates, times, and invitation list deadlines are detailed in the Schedule, Logistics, and Deadlines document.

Guidelines:

- There will be no philanthropy projects allowed.
- Decorations will be allowed so long as these guidelines are followed:
 - All décor must be confined to the chapter room with a few exceptions, stated below.
 - Decorations must relate in some way to any charitable organization that the chapter supports.
 - Florals in this round will be limited to faux greenery only. Live florals will be permitted as centerpieces only. Floral centerpieces should be no taller than twelve inches tall. Size limitations include vases and their contents.
 - Latex balloons will not be permitted. Foil balloons may be used.
 - All decorations must serve a purpose or be meaningful to the chapter/philanthropy organization in some way. Members should be able to state the meaning if council members ask.

Round 2: Sisterhood Round

Sisterhood Round logistics can be found in the recruitment schedule, logistics and deadline document.

Guidelines:

- Decorations will be allowed so long as the following guidelines are followed:
 - Limited décor will be allowed in the foyer of the house and must be confined to the staircase banister. Faux greenery, string lights, etc. will be permitted and may hang from the banisters no more than three feet below the top of the banister rails.
 - Banners and signs will not be permitted in the foyer.
 - Florals in this round will be limited to faux greenery only. Live florals will be permitted as centerpieces only. Floral centerpieces should be no taller than twelve inches tall. Size limitations include vases and their contents.
 - Latex balloons will not be permitted. Foil balloons may be used.

Round 3: Preference Round

Preference Round logistics can be found in the recruitment schedule, logistics and deadline document.

Guidelines:

- Chapters are free to decorate their houses however they choose; the structure of this part may vary per sorority.
 - Limitations on decorations will not be set except for the mandatory enforcement of the following fire safety guidelines: walkways must be clear to the exits, ceiling sprinklers must be unobstructed, decorations hanging from the ceiling will be strictly prohibited.
- Recruitment budget limitations still apply.

Bid Day

Bid Day logistics, including location, timing, and chapter participation guidelines, are outlined in the Schedule, Logistics, and Deadlines document.

Any bids that are declined after bid distribution must be reported to cpcrecruitment@southalabama.edu and fsl@southalabama.edu so that chapter numbers may be recorded and COB eligibility may be determined.

VII. Recruitment Counselor Guidelines and Expectations

Disaffiliation of Recruitment Counselors (Pi Chis)

- Disaffiliation will begin on July 18, 2026, and continue through bid opening. During this period, Pi Chis may not represent, promote, or imply affiliation with their chapter in any public or online setting. This includes all in-person interactions and social media activity.
- Pi Chis must remove or archive all chapter-identifiable content from their social media, including but not limited to bios, highlights, tagged photos, apparel, and references to organizational involvement. Chapters are also responsible for removing or archiving photos of Pi Chis from social media and within chapter facilities.

Expectations and Responsibilities

- Pi Chis are expected to represent the College Panhellenic Council at Southbound Orientation and all pre-recruitment events in a professional, unbiased, and Panhellenic-focused manner.
- Potential New Members may confide in Pi Chis at their own comfort level. Pi Chis must maintain strict confidentiality and may not share the content of conversations with

anyone, except the Executive Recruitment Committee and University staff when necessary. Pi Chis may not discuss PNMs in any capacity with active members until after bid distribution.

- Pi Chis who demonstrate behavior inconsistent with Panhellenic standards or these guidelines may be dismissed at any time.

Training and Participation Requirements

- Pi Chis are required to attend and actively participate in all training sessions conducted by the College Panhellenic Council unless a valid, approved excuse is provided.
- Pi Chis must also participate in two new student orientation tabling sessions unless otherwise approved.
- Additionally, Pi Chis are required to be present for the full duration of work week through the conclusion of Bid Day.

Recruitment Counselor Guidelines

- Recruitment Counselors serve the greater good of the College Panhellenic by remaining impartial, fair, and unbiased in all interactions with PNMs. They act as representatives of the College Panhellenic Council at all times.
- Recruitment Counselors may not share information, opinions, or implications, either directly or indirectly, about any chapter, including their own, or its membership selection process.
- They should demonstrate Panhellenic spirit by supporting all chapters equally and may not promote or favor any one chapter. Pi Chis may not engage in any behavior or content that could imply chapter affiliation or bias.
- Questions about specific chapters should be directed to the chapter itself. Recruitment Counselors may not discuss chapter reputations, stereotypes, or engage in “tent talk” with PNMs.
- In all cases, Recruitment Counselors are expected to uphold a Panhellenic mindset and carry out their role with integrity and professionalism.

VIII. Recruitment Finances

Chapters are required to submit financial transparency materials prior to recruitment. Specific deadlines and submission details are outlined in the Schedule, Logistics, and Deadlines document.

Recruitment budgets should be no more than \$3,500 to be spent at the chapter’s discretion. The budget includes half of the fair market value of all donated items and services. Example - If a donated item’s value is assessed at \$1,000, it should be noted as \$500 in the budget report. All donated items and services should be documented with a letter from the donor that includes the donor’s assessment of the item’s value and the donor’s signature. Copies of all receipts and an itemized list of money spent must be turned in by the **first Panhellenic meeting of the fall**

semester, unless special permission is granted by the Panhellenic Advisor. Donated items should be denoted as such and donation certification letters should be included.

IX. Continuous Open Bidding (COB)

Continuous Open Bidding can be conducted during the academic year, specifically during the primary and non-primary recruitment terms when:

- A chapter has not matched quota during primary recruitment. The chapter can COB until quota is achieved.
- A chapter is below the established total at any point in the term.

Primary recruitment term: COB begins once total is set.

Non-primary term: COB begins once total is set within 24 hours of the first day of the non-primary term.

Panhellenic can support the COB of all chapters with marketing and promotion. Panhellenic may also collect leads on behalf of chapters, but must share information for all PNMs with all COB eligible chapters. COB PNMs are not limited to those names collected by CPC lead generating forms.

GPA Verification processes for COB are established by the Office of Fraternity and Sorority Life in accordance with University policy.

X. Alumnae Involvement

Alumnae involvement is a behind-the-scenes role, not one that actively participates in the recruitment process, except when executing the function of designated inter/national member organization staff, volunteers, organizational visitors and traveling leadership consultants.

XI. Fineable Violations & Fines Assessed

All allegations of recruitment violations must be submitted digitally via email to the Vice President of Accountability (cpcaccountability@southalabama.edu) and the Office of Fraternity and Sorority Life (fsl@southalabama.edu) within 30 calendar days from the date of the alleged infraction (including university breaks). You can have violations outside of the recruitment window itself. *Examples – disaffiliation, PNM contact during summer break. The key here is 30-days from the violation. You can't have a summer contact issue from June and turn in a violation on August 23.* The following is a list of default fines that may be applied to recruitment infractions. First-time offenses may be met with a verbal warning if it is determined that the responsible party is unlikely to reoffend after receiving a warning. Repeat offenses are eligible for stacking fines.

Violation	When Applicable	Amount	Assessed
Philanthropy/Sisterhood video not submitted to CPC on time.	From the established submission deadline set by CPC through the conclusion of primary recruitment.	\$25/Day	Assessed for each calendar day the violation continues.
Recruitment receipts not submitted to CPC on time.	From the established submission deadline set by CPC through the conclusion of the recruitment cycle.	\$50	Assessed for each calendar day the violation continues.
Flex lists not submitted on time.	From the designated deadline for each recruitment round until submission is complete	\$50	Assessed once per recruitment round in which the violation occurs.
Any note or gift given to a PNM by an active member, new member, alumni, advisor, or patroness	Beginning 30 days prior to the start of primary recruitment through the conclusion of Bid Day.	\$100	Assessed for each individual item involved in the violation.
Bid lists turned in after the designated time.	During each recruitment round, from the official bid list deadline until submission is completed.	\$50	Assessed for each hour past the designated deadline.
Pictures or videos of Panhellenic Executive Board members and/or Recruitment Counselors members on chapter websites, social media, or videos used during recruitment. Pictures in houses etc.	Beginning on the first day of Recruitment Counselor (Pi Chi) disassociation through the conclusion of Bid Day.	\$25	Assessed daily starting on the first day of Pi Chi disassociation and continuing until the violation is resolved.
Documented communication with a PNM during the primary recruitment strict silence period.	Strict silence is observed only between the end of preference events and bid distribution.	\$50/occurrence + mediation by CPC	Assessed for each individual occurrence of the violation, with required participation in a CPC-led mediation process.

<p>Promising invitations to future event rounds or membership invitations (“Oral bidding” “Bid promising”). This includes telling a PNM that they would receive a COB bid from your chapter if they withdraw from recruitment.</p>	<p>Beginning 30 days prior to the start of primary recruitment through the conclusion of Bid Day.</p>	<p>\$200</p>	<p>Assessed for each individual occurrence of the violation.</p>
<p>Showing slide shows or films that have not been approved by the VPMR.</p>	<p>Beginning with the first day recruitment materials are utilized (including work week and recruitment events) through the conclusion of primary recruitment.</p>	<p>\$50</p>	<p>Assessed once per recruitment event (party) in which the violation occurs.</p>
<p>Encouraging PNMs to submit an Intentional Single Preference (listing only one of two options on the MRABA.)</p>	<p>During the MRABA signing period through the conclusion of Bid Day.</p>	<p>\$200/occurrence</p>	<p>Assessed for each individual occurrence of the violation.</p>
<p>PNM exiting house after time is called</p>	<p>Timing for each recruitment event round will end at the official conclusion of the round (as defined in Section VI). If any PNMs remain in the event space at that time, timing will continue until the final PNM has exited the house.</p>	<p>\$50 every minute per party</p>	<p>Violations will be assessed for each full minute beyond the designated grace period that PNMs remain in the event space.</p>