



Roster Expectations

- Chapters shall submit an updated active and new member roster to the Office of Sorority & Fraternity Life (SFL) at the beginning of each academic term. Rosters shall follow the format provided in the Active Member Status Change Directions handout. Active rosters shall be submitted by the second Wednesday of the academic term unless requested earlier due to an earlier recruitment process. New member rosters are due within one week following the end of a recruitment process. Failure to do so may result in chapters being listed as temporarily inactive with SFL and may have provided services, advisement and support paused until a completed roster is submitted. Additionally, chapters may face consequences through their respective council.
- Chapters are expected to provide updates to their roster with SFL as membership changes occur as this will confirm compliance with organization size requirements, aid the office in providing support based on membership numbers as well as provide record of individual membership in the SFL community.
- Rosters will be sent to chapter presidents and their advisors at the end of each semester for verification before academic reports are run.