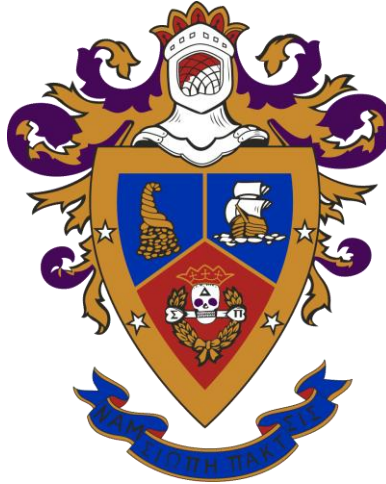


Vice President-Pledge Education Officer Packet



Duties of the Vice President-Pledge Education

(from Policy and Procedures Manual section D, policy 11)

- To oversee the preparation of pledges for examination and initiation.
- To ensure the entire planned pledge program for each academic term is submitted to the Central Office in a timely fashion or by any established deadlines.
- To ensure the names and personal information of each proposed initiate, including faculty and honorary initiates, are reported to the Central Office, using the officially designated membership forms and procedures, within seven days after the pledging ceremony.
- To coordinate with the vice president–finance to ensure the Initiation report is completed and returned, with related initiation fees, to the Central Office within fourteen days of initiation.

Additional Resources

- [Pledge Program Tips](#)
- [Pledge Education Program](#)
- [New Member Orientation](#)

Using the Standard Pledge Education Program

The Standard Pledge Education Program can be found in the Policies and Procedures Manual, Section F, Policy 2. Please read the Standard Pledge Education Program thoroughly.

The Standard Pledge Education Program was developed to ensure uniformity in Pledge Education throughout the Fraternity and to comply with all anti-hazing statutes in various states. It is the responsibility of the VPPE to submit each program. It is then reviewed by the Central Office, and depending on various factors, approved or denied.

A current pledge program for each chapter must be on file at Central Office. Generally, the Program is a guideline for the pledges, which outlines the national requirements. Anything that is not a requirement should not be printed in the program.

Pledges should be given a copy of the chapter's approved Pledge Program and shown where to access the [Digital Crown and Delta](#). The approved Pledge Program CANNOT BE ALTERED IN ANY WAY.

To ensure approval from Central, you will answer the questions on the Pledge Education Program Form and then it will be filled into the Standard Pledge Education Program template found on the national website.

Relevant Issues in Bylaws

Please be aware of the national laws of the Fraternity that pertain to your position.

- All pledges must be pursuing an undergraduate or graduate degree from the College of Business, Economics, or other approved program. They must be in good standing with the school on a part- or full-time basis.
- Members of Alpha Kappa Psi, Phi Chi Theta, or Phi Gamma Nu may not pledge Delta Sigma Pi. Other clubs, organizations, fraternities, honor societies, etc., do not compete with Delta Sigma Pi and membership in other groups is permissible.
- If a pledge withdraws from school or changes majors outside of business or other approved programs, they can no longer be eligible for initiation.
- Before the Pledging Ceremony, the chapter must vote on each individual prospective before inviting him or her to pledge. If twenty percent (20%) of the members present and in good standing, or five (5), whichever is greater, cast an unfavorable vote for the prospective pledge, the candidate shall be considered rejected.

Average and larger size chapters generally need an 80% vote of approval to pledge a prospective. Chapters with less than 20 members should pay closer attention to the rule of "20% or five (whichever is greater)."

- Fraternity Ritual requires the pledge education program to be at least 28 days in length and it cannot extend for longer than 6 calendar weeks. The program begins with the Pledging Ceremony and ends with Initiation. The final pledge exam must be at least 24 hours prior to Initiation. Faculty and honorary initiates are not required to go through the pledging process but must attend Initiation.
- If a motion is made to remove a pledge from the program, a majority vote of the chapter is required if held at least three days before initiation. If the motion is made to remove a pledge less than 72 hours (3 days) before initiation, a 4/5 vote of the chapter is required.
- No other votes on pledges are permitted.

- Fraternity policy prohibits pledges to plan any function or attend any brother function on the day or evening preceding Initiation day.
- There cannot be any pledge punishments, reprimands, probation, etc. for poor performance. The pledging period itself is probationary in nature and is a time for the chapter to provide information and assistance so the pledge fully understands the Fraternity operations and is ready to take an active member role after initiation.
- Once initiated, membership is for life. Dues are charged to students until graduation and all alumni participation is on a voluntary basis. Under extreme circumstance, an application for voluntary withdrawal or inactive status can be submitted. Voluntary withdrawal, if approved, is permanent and irreversible and is essentially a member's request for expulsion without a trial. Inactive status, when approved, is for one term and must be re-applied for if necessary.

Relevant Issues in CMP and For Membership Processing

The VPPE is responsible for coordinating various CMP items with the Vice President-Chapter Operations, Vice President-Finance, and President.

Section II Pledge Education Program and Regalia Reservation

The pledge education Officer Operational plan submission is your chapter's Standard Pledge Education Program with chapter information chosen for the appropriate sections. The program is due twice per year, December 15 and June 1.

The plan submitted by December 15 must cover any pledging conducted between January 1 and June 30. The plan submitted on June 1 must cover any pledging conducted between July 1 and December 31. Regalia for initiations is scheduled on a first-come, first-serve basis dependent on the pledge education program submission. Due to limited regalia trunks, please submit early to better your chances of getting your first-choice initiation date.

Section IV Pledging Ceremony

The Senior Vice President ensures that the names and personal information of each prospective pledge are reported to the National Fraternity prior to the Pledging Ceremony. The individual then must complete and submit their application for membership to the National Fraternity. Within two days after the Pledging Ceremony, the Vice President-Pledge Education must complete the Pledging Ceremony Report, identifying which prospective pledges were pledged, and which were not. The Pledging Ceremony Report will be considered late, regardless of when submitted, if any individual marked as having pledged submitted their application for membership after the date of the Pledging Ceremony.

Section V Official Badge Order Form

At least 21 days prior to the approved initiation date, a badge must be ordered for each pledge (also required for faculty and honorary initiates). Orders can be placed either online via the [Deltasig Shop](#), or calling 513-523-1907. Any badges in chapter inventory must be reported to the accounting office at the Central Office.

Section VI Initiation Report

Within fourteen days following initiation, the chapter must complete and return the online Initiation Report. This is the responsibility of the VPPE. The Initiation Report also serves as an invoice for initiation fees, which must also be submitted in full within fourteen days after Initiation. The VPPE will need to communicate with the Vice President-Finance to assure that the payment is sent to the Central Office. A \$25 PER INITIATE LATE FEE IS CHARGED AFTER 14 DAYS.

Relevant Legal Issues

Although not yet initiated, pledges are organizational members and representatives of the Fraternity. As such, they must comply with all Delta Sigma Pi policies and procedures. All pledge meetings and activities must be in full compliance with the Risk Management Policy, university policies, and federal and state laws.

The VPPE must enforce all of the following issues relating to pledges:

- Underage drinking and/or illegal drug use are not permitted at Fraternity functions.
- Sexual advances, verbally or physically, must be avoided at Fraternity functions.
- Pledge activities cannot be conducted between midnight and 8 am.
- Pledges cannot be asked to perform any task or project that is not in compliance with the Standard Pledge Education Program.
- Pledges may not be subjected to situations of embarrassment, ridicule, or intimidation.
- The normal eating, sleeping, and study habits of pledges may not be interrupted by excessive tasks or events.
- There may be no physical contact or abuse between a member and a pledge.
- Deceptive, false, and dishonest statements may not be directed towards pledges.
- Harassment with signature books should be avoided.
- Pledges may not be asked to dress alike, provide gifts to members, perform tasks for members, recite greetings or certain phrases, or carry certain objects.
- Alumni may not participate in reviews or evaluations of the pledges.
- Drinking games, scavenger hunts, tricks on pledges, etc., are not permitted.
- Emphasis placed on issues of respect, trust, and unity must be avoided.

Brothers and pledges must be educated in all areas of risk management, insurance and conduct including hazing, alcohol, drugs, discrimination and harassment, meeting facilities, and Fraternity events. Nearly all states have laws regarding alcohol, drugs, discrimination, and harassment. Forty-four states have specific anti-hazing statutes.

All of the members of the chapter have an obligation to lead by example. As VPPE, you are obligated to report any concerns or violation to the Chapter Advisor, District Director, Regional Vice President, and staff at the Central Office.