



# Recruitment & Initiation Calendar

Executing Recruitment successfully is the most important factor in ensuring that your Chapter continues to grow and thrive into the future. For this reason, you should be thoughtful about planning your Recruitment with a calendar that will set you up for success. Recruitment begins with your first Invitational Meeting, but your calendar may also include activities like tabling, PR and attending a Student Organization Fair. The Initiation Program begins with Pinning and continues through to Induction. The typical calendar should include at least seven weeks of activities before, during and after Recruitment and the Initiation Program.

## Calendar Checklist

\_\_\_\_\_ Consult your school's academic calendar to ensure that the timing of Recruitment and the Initiation Program will not be hindered by breaks or holidays.

\_\_\_\_\_ Design a Recruitment that lasts no longer than two weeks from the first Invitational Meeting to the Pinning Ceremony.

\_\_\_\_\_ Hold at least two Invitational Meetings at the beginning of Recruitment aimed at demonstrating the ideals of Phi Sigma Pi and the requirements of the Recruitment and Initiation processes to Potential New Members.

\_\_\_\_\_ Hold at least two Recruitment Events to acquaint Potential New Members with Chapter Members and demonstrate the values of the Fraternity.

\_\_\_\_\_ Hold a Pinning Ceremony at the end of the Recruitment period and beginning of the Initiation period in accordance with the *Ceremonies and Ritual Book*.

\_\_\_\_\_ Hold a minimum of five Initiate Meetings in accordance with the approved Curriculum Guide.

\_\_\_\_\_ Match Initiates with Chapter Members or Alumni Members toward the beginning of the Initiation Program so that they have support to work through any issues that may arise.

\_\_\_\_\_ Ensure that each Initiate receives in person feedback at least once, ideally around the halfway point, regarding their progress through the Initiation Program.

\_\_\_\_\_ Complete Final Vote approximately 48 hours prior to the scheduled Induction Ceremony.

\_\_\_\_\_ Hold an Induction Ceremony at which *The Ritual* is performed.