

USC Upstate Fraternity & Sorority Life

CHAPTER REINSTATEMENT POLICY

A fraternity or sorority that receives a sanction of Disciplinary Suspension shall have the opportunity to seek reinstatement of that chapter to full recognition with all rights and responsibilities associated with such recognition. In order to seek reinstatement, a chapter must satisfy all requirements as outlined by the disciplinary sanctions, if applicable. Eligible chapters must petition the Director of Student Involvement or their designee for reinstatement following the terms of Disciplinary Suspension.

Reinstatement will be based on the written responses contained in the petition and is determined by the Director of Student Involvement or their designee (which may be the fraternity/sorority advisor) with advisory from the Dean of Students (and/or their designee).

Even where a chapter satisfies all requirements as outlined by the disciplinary sanctions, and submits the required Reinstatement Petition, the Director of Student Involvement or their designee retains the discretion to grant or deny the petition. This may happen if the submission does not adequately explain how the organization will ensure that the violation of the policy(ies) that led to the organization's suspension will not occur again.

Chapters seeking reinstatement should email one compiled PDF document with the contents listed below to fsl@uscupstate.edu.

REQUIRED CONTENTS FOR REINSTATEMENT PETITION

A. The fraternity or sorority must schedule a one hour meeting with the fraternity/sorority advisor to review the expectations for the fraternity/sorority community. The current highest ranking chapter leader, Chapter Advisor and Headquarters Representative should be present for this meeting. If there is no current chapter membership, this role can be omitted.

- *The date and time of this scheduled meeting should be listed in this section of the petition.*

B. The fraternity or sorority must identify which council they will seek recognition from.

C. The fraternity or sorority must explain how the chapter will ensure that its purpose and activities are compatible with the [University of South Carolina Upstate's mission, vision and strategic goals](#).

- *For one calendar year (beginning on the date that the chapter's reinstatement petition is approved), the chapter should be prepared to justify how each of its programs and activities are compatible with the mission of the University prior to the program, event or activity taking place.*

- D. The fraternity or sorority must assign a faculty or staff member to work with them on an academic/scholarship plan.
- *This person's name and email should be submitted in this section of the petition. Additionally, the academic/scholarship plan should be included in this section of the petition.*
- E. The fraternity or sorority must submit current proof of general liability insurance, including a Certificate of Insurance evidencing the coverage.
- F. Statement affirming an alcohol policy for the chapter that is consistent with the [University's Alcohol Policy](#).
- G. Provide a detailed explanation as to the steps taken (and/or will be taken) by the chapter to assure that all violations are addressed and are no longer a part of the chapter's culture.
- H. Identify, in sequential implementation order, the corrective steps addressing the chapter's recruitment/intake effort, new member education process, and the degree of adherence to inter/national regulations and policies.
- *If there are no collegiate chapter members, the recruitment/intake plan should detail who and how recruitment/intake will occur.*
- I. State the name, responsibility and contact information of the chapter advisor and at least two other alumni that will have hands on involvement. Also to be included, is an explanation of the role alumni play in meeting chapter needs.
- J. Implement a year to year leadership transition plan and involve new and continuing members in the chapter's leadership structure.
- K. If applicable, revise chapter's by-laws and/or amend chapter's constitution to assure violations will not be repeated.
- *The updated constitution/bylaws should be included in this section of the petition. If there are no collegiate chapter members to revise the governing documents, the most recent governing documents (or HQ approved documents) should be included in this section of the petition with a note at the top stating that the document is unrevised.*
- L. *The chapter should include a list of all persons who contributed to the completion of this petition*
- *This list should include (at minimum) first and last name, relationship to the chapter and email address*

ADDITIONAL NOTES FOR REINSTATEMENT PETITION

The Office of Student Involvement – Fraternity & Sorority Life may establish additional requirements for recognition beyond the standard requirements for recognition. Likewise, the Office of Student Involvement – Fraternity & Sorority Life may establish policies and procedures to guide and define the working relationship and may require approval of the fraternity's or sorority's constitution as a condition of registration.

The registration of student organizations is governed by additional policies and procedures approved and administered by the Division of Student Affairs (see pages 164 – 169 of [Student Handbook](#)).

TIMELINE FOR REINSTATEMENT PETITION REVIEW

The review process for reinstatement petitions can take up to 11 business days (assuming no edits are requested to be completed by the organization).

General Timeline:

Up to 48 hours after submission of reinstatement petition – Confirmation of receipt of petition

7 University business days after confirmation of receipt is sent – Initial review of petition completed

8 University business days after initial review of petition – Reinstatement Petition acceptance decision made

If Reinstatement Petition is accepted, the chapter may begin the organization registration process.

If Reinstatement Petition is NOT accepted, the chapter will receive notes/call for revisions and will be able to resubmit the proposal up to two more times for a given semester (for a total of three submissions). After three rejected proposals, the chapter cannot resubmit a Reinstatement Proposal for three months.