

UHD INTAKE PROCESS

5 EASY STEPS

1

NOTIFY YOUR HEADQUARTERS

Talk to your Regional Director, Alumni Director, Chapter Advisor, and request permission to host informational sessions and/or conduct an intake process. Proceed once approval has been given.

2

NOTIFY UHD

Contact Greek Life Director of your intent to host informational session and/or conduct intake process on campus as soon as your headquarters approve your chapter for intake. Submit Intake Packet to UHD.

3

BEGIN EDUCATION

Begin your education process once UHD gives you approval.

DO NOT BEGIN PROCESS UNTIL
UHD INTAKE PACKET HAS BEEN FULLY
COMPLETED & SUBMITTED TO UHD GREEK
LIFE DIRECTOR with names of all aspirants.

4

INITIATE / PRESENT NEW MEMBERS

Initiate new members once education process is over. Present new members to UHD before Final Exams begin. PROCESS MUST END AND ALL MEMBERS MUST BE PRESENTED BEFORE FINAL EXAMS BEGIN.

5

REPORT NEW INITIATES TO UHD

All newly initiated members must be reported to UHD within 3 days (72 hours) of being presented. If not being presented, then report by the last official day of the semester before Final Exams begin.

