New Member Presentation Policies and Expectations

Registering Your New Member Presentation
1. All new member presentations must be held no more than 30 business days after the members have been initiated into the organization or prior to the start of finals (whichever one comes first) and in a reserved location on University of Houston’s campus.
2. New member presentations must be scheduled Monday through Friday, before finals. When extenuating circumstances occur, new member presentations have the potential to happen during finals with approval from the Director of the Center for Fraternity and Sorority Life.
3. New member presentations must occur in the same semester as the new member education. When extenuating circumstances occur, shows have the potential to happen within the few weeks the following spring or fall semester with approval from the Director of the Center for Fraternity and Sorority Life.
4. Organizations are required to register their New Member Presentation with the Center for Student Involvement and Reservations Office through the Get Involved system within the appropriate timeframe. A signed New Member Presentation Policy Agreement must be submitted with the registration.
5. The New Member Presentation Agreement must be submitted to the Center for Fraternity & Sorority Life accompanied by the final reservation confirmation no later than fifteen (15) business days prior to the date of the show.
6. The organization’s Graduate Chapter/Alumni Advisor is required to be in attendance at the new member presentation.
7. A Center for Fraternity & Sorority Life staff member or their designee will be in attendance at the new member presentation.

New Member Presentation Conduct Policies
1. No alcoholic beverages are to be consumed prior to or during the New Member Presentation.
2. Hazing and/or other illegal activities will not be allowed.
3. No physical abuse will be tolerated. This includes, but is not limited to: slapping, kicking, punching, pushing, poking, caning, etc. (canes, staffs, sticks, etc. may be used as part of the performance but may not be used as a weapon to threaten or harm another individual).
4. Any outright symbols of “pledging” (such as but not limited to bricks and rocks) will not be allowed.
5. There are to be no references to any individual(s) departing from the Membership Intake Process.
6. Material disruptions by other attending organizations will not be tolerated. This includes, but is not limited to: walking/running through the presenters’ show, talking over the presenting organization, and death marches.
7. The duration of the new member presentation will be no longer than 2 hours. The new member presentation may not be scheduled to begin after 9pm. New member presentations must be over and room vacated by 10pm or before the time indicated on your reservation request. New member presentations that have not started 30 minutes after the scheduled start time may be cancelled.
8. The presenting organization will be responsible for ensuring the new member presentation location is left in its original state after use.
9. All actions of organization members must adhere to the Student Code of Conduct.

Chapter Safety & Security Expectations
1. Police/Security needs will be determined on an as needed basis utilizing anticipated attendance and previous organization behavioral history.
2. Chapter officers, members, and alumni members are responsible for crowd control, and must have specific members and/or advisors who are facilitating crowd control. If unsuccessful, security officers may be able to assist with crowd control.

3. Chapters should connect with security officers when they arrive on-site to ensure security personnel have a schedule of the program. Chapters should also connect with security officers before they leave the location to ensure there are no other security needs.
New Member Presentations held the Student Center Houston Room, Ballroom, or Multipurpose Room will use one of the room setup diagrams detailed below:

- Houston Room – 216 Chairs
- Houston Room – 100 Chairs