



Sorority Recruitment Information Handbook

Prepared for:
High School Seniors & Their Parents

Prepared by:
Arlington Area Alumnae Panhellenic

www.arlington-panhellenic.org

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**QUESTIONS
CONTACT FOR ADDITIONAL INFORMATION**

What If I Have Questions?

For more information or to print additional copies of this handbook, visit our website at www.arlington-panhellenic.org

WHAT IS PANHELLENIC?

Panhellenic is a group of sororities that have organized to promote Greek life and cooperation between member groups.

There are three levels within the Panhellenic system:

- **National Panhellenic Conference (NPC)** – is the governing body of all NPC members. Delegates are elected from their sororities to represent their groups within NPC. For more information, visit the NPC website at www.npcwomen.org
- **Alumnae Panhellenic (APH)** – is a community-based organization, affiliated with the NPC, whose membership is composed of representative alumnae from NPC member group fraternities. The primary goal of the Arlington Area Alumnae Panhellenic is to assist female high school graduates who are interested in pledging at universities nationwide.
- **Collegiate Panhellenic (CPH)** – is established on campuses where there are at least two NPC member group chapters. CPH's exist to develop and maintain fraternity life and interfraternal relations. CPH's through their all-sorority programming efforts, often promote superior scholarship, leadership development, and dissemination of information important to women in general. The CPH is the coordinating body for recruitment

Purpose of Alumnae Panhellenics:

- To INFORM fraternity women of current trends
- To PROMOTE the fraternity system
- To IMPROVE the Panhellenic image
- To STIMULATE a continuing interest in Panhellenic affairs

At this time, there are over 200 Alumnae Panhellenics (APHs) in the US, Canada, and the United Kingdom. Based upon NPC policies, these groups set up their own organizations and carry out programs in line with their special interest or situations.

APHs enhance the fraternity system through scholarship awards, annual educational informational functions for prospective college freshman, philanthropic projects, community participation and civic leadership. Last year, over \$435,000 was raised and granted in scholarships by APHs to over 580 women. If located in a college community, an APH can give valuable support to a College Panhellenic.

Alumnae Panhellenics offer alumnae of the 26 member groups of the NPC further leadership and social opportunities, beyond the college years. An APH represents an ongoing commitment of women to promote and foster the Greek experience.

NOTE:

APH information obtained from http://www.npcwomen.org/alumnae/a_overview.php.

CPH information obtained from http://www.npcwomen.org/college/c_overview.php.

THREE STEPS FOR RECRUITMENT SUCCESS

Step 1	Register with the Arlington Area Alumnae Panhellenic
Step 2	Register with your College Panhellenic
Step 3	Compile/Distribute Information Packets – Obtain References

STEP 1 – REGISTER WITH ARLINGTON AREA ALUMNAE PANHELLENIC

You may register with the Arlington Area APH in one of two ways:

- 1) You may fill out the form found at the back of this booklet and turn in at the Sorority Information Meeting or
- 2) Register online at:

Please register ASAP and no later than May 1st.

It is important that deadlines are followed. This allows the local Panhellenic time to ensure your information is passed on to local alumnae groups who may have a sorority chapter at the college or university you plan to attend. *Many sororities at large colleges or universities have early summer deadlines for their alumnae to notify them of potential new members.*

Registering with the local Panhellenic allows us to distribute information you provide to the area reference chairwomen. These alumnae work very hard to ensure that every Arlington area woman, interested in formal recruitment, are afforded the benefit of a reference or recommendation.

The reference chairwomen and the Arlington Area APH members work hard to ensure that Arlington area women are well represented at all campuses. In other words, these women work to ensure that your name and accomplishments are highlighted and publicized to the university women.

STEP 2 – REGISTER WITH YOUR COLLEGE PANHELLENIC

Registering with the Arlington Area APH does NOT register you with your college panhellenic. **You must register separately with your university.**

Contact the student activities office of your chosen college or university, or access the college's website to register with the university. As soon as your registration with the college panhellenic is complete, it will be passed on to the participating sorority chapters.

Each campus has individual rules and procedures to guide the potential new members through the recruitment process. Check with your college for their additional requirements and deadlines as soon as possible.

STEP 3 – COMPILE AND DISTRIBUTE INFORMATION PACKETS – OBTAIN REFERENCES

The purpose of this step is to obtain references or recommendations.

You will need to prepare information packets that can be distributed to any alumna that requests additional information. The alumna will then use this information to prepare a reference or recommendation for you. Please note that you can compile these packets before you have made your final choice of a university.

Your information packet should consist of a résumé, transcript, and pictures.

- **Résumé:** A sample résumé is included in this packet (page 5).
- **Transcript:** An unofficial copy of your transcript will aid the writer in ensuring the most effective membership recommendations. It is not required but highly recommended.
- **Pictures:** Photographs are not a requirement but highly recommended. It is suggested if you choose to include photographs in your packet, they should be recent photos. One full length and one close-up photo are preferable. These do not need to be formal photographs – an informal snapshot is fine. The sorority members will use these pictures to identify you at recruitment.

NOTE: It is always a nice touch to receive a personally written note from the potential new member thanking the alumna for their effort. You will most likely not know when your sorority alumnae contacts have written recommendations for you, but please go ahead and write each of them a personal thank you note a few weeks after giving them your information. They will appreciate it, and if they have not already written their recommendation for you, your thank you note will serve as a reminder for them to do it.

REMEMBER:

It is the responsibility of the sorority members and NOT the potential new member to obtain these recommendations/references. However, it is to your advantage to network among family, friends, teachers, and acquaintances to secure your own recommendations. By doing so, you are assured a recommendation, and it is more likely to be more personal.

If you know more than one alumnus, you should be able to obtain one formal recommendation – that is all that is needed. However, it is perfectly acceptable to request other alumnae to write a letter of support.

THE ALUMNA THAT AGREES TO SUPPORT YOU IS RESPONSIBLE FOR MAILING THE RECOMMENDATION TO THEIR LOCAL SORORITY REFERENCE CHAIRWOMAN. IT IS NOT THE POTENTIAL NEW MEMBER'S RESPONSIBILITY.

Many of the Texas schools and other major universities have a deadline of June 1st to receive these recommendations.

Remember, it is to your advantage to distinguish yourself from other potential new members by following these tips. Completing these steps early ensures that you will not be swept up into the crowd of late applicants.

SAMPLE RÉSUMÉ

JANE MARY DOE

Jane Mary Doe (Janie)
111 Main Street
Arlington, Texas 76000

DOB: 01/01/92
817.555.5555

Arlington High School
GPA: 11.999 out of 12.000
SAT or ACT: 1100 SAT, 29 ACT

Graduate: 06/01/10
Rank: 100/800
Classification: Freshman

Father: John D. Doe
111 Main Street
Arlington, Texas 76000
University of Texas at Arlington

Firm: Self Employed
Occupation: Financial Advisor
Fraternity: Phi Delta Theta

Mother: Mary Jane Doe (Smith)
111 Main Street
Arlington, Texas 76000
Smith College

Firm: AISD
Occupation: Teacher
Sorority: None

Sorority affiliation of relatives:
Aunt – Margaret Smith Jones, Phi Mu
Sister – Emily Doe, Alpha Xi Delta

High School Honors:

Honor Roll 9, 10, 11, 12
National Honor Society 10, 11, 12

Texas Scholar 9, 10, 11, 12

High School Activities:

Varsity Tennis 10, 11, 12 All District 12
French Club 9, 10
Key Club 10, 11

Drill Team 9, 10, 11, 12 Captain 12
Student Council 11, 12
Mission Arlington 11, 12

Other Activities:

Church youth group 9, 10, 11, 12

Hospital Volunteer 9, 10

Employment:

Hostess at Fridays – Summer 2005, 2006
Waitress at Bennigans – Summer 2007
Babysitting, as requested

Hobbies, Interests, and Talents:

Playing tennis, reading, bike riding

References:

Mrs. Wanda Way
1114 Main Street
Arlington, Texas 76000
817.555.5554
Neighbor – Alpha Phi

Mrs. Linda Lane
222 Elm Street
Arlington, Texas 76111
817.555.4444
Teacher

Ms. Della Street
714 Maple Avenue
Mansfield, Texas 76444
817.666.3333
Friend

FAQ'S ABOUT RECRUITMENT

➤ ***Am I required to have recommendations?***

Some, but not all, NPC groups require references or letters of recommendation. It is up to the sorority members to find a recommendation for you. However, obtaining your own recommendations gives you the following advantages:

- A friend or acquaintance is more familiar with you and the recommendation will be more personal;
- This way you know you have obtained a recommendation for the sorority because you are not guaranteed a reference if you leave it to the local reference chairwomen and their committees.

The local reference chairwomen want potential new members from Arlington, Grand Prairie, Mansfield, and other surrounding towns to pledge their sororities. Making sure you are registered with Arlington Area APH ensures they are aware of your interest in recruitment. Do not be afraid to publicize that you will be entering formal recruitment. It is a goal of all sorority women to keep the "Greek system" strong. Alumna that you may know casually or have lost touch with will usually be thrilled to help. Just ask!!!

➤ ***Will my membership force my grades to suffer?***

Sorority women take their grades very seriously. Scholarship is always a focus in chapter goal setting, and the women are always striving to have the highest GPA on campus. A certain GPA is required to remain a member in good standing and to maintain chapter and campus leadership positions.

➤ ***What do I wear?***

This is the most important question to most participants of recruitment!! Each college will provide you with guidelines specific to each day of events. Ask your recruitment counselor or college Panhellenic representative for clarification. Many campuses will stage a "fashion show" to provide further understanding. Some will have the information posted on a recruitment website. You should receive this information from the college Panhellenic as soon as you register with them. This is another advantage of early registration.

HINT: Recruitment is not a perfect system, and the women will have very little time to get to know you. Therefore, it is suggested that you dress as you would for a school, religious, or family party, not as you would if you were going out with your friends. The recruitment process can be compared to an interview, except the interview is being conducted two ways. Any distracting clothing and jewelry could move the focus from you to these items.

➤ ***What will my financial obligations be?***

This is a parent's favorite question. Dues vary by university and sorority. Typically, the first semester includes new member and initiation fees along with regular dues and is therefore the most expensive semester. Your college Panhellenic should have more specific information. Don't be afraid to ask questions. It is well within your rights to determine what your financial obligations will be.

➤ ***Why are girls I have talked to before, now only nodding and smiling at me?***

Sorority members are not being rude or unfriendly; they are protecting the ideal of a fair formal recruitment. Every College Panhellenic has "silence" rules that restrict members from speaking

