The Office of Fraternity and Sorority Life (OFSL) is seeing an increase in the demand for philanthropic participation within our Greek community. Our chapters share the core values of scholarship, leadership, service, and community. We are making changes to our process to ensure that fraternity and sorority philanthropic activities are positive events that promote Greek spirit, align with the values that we strive to uphold, and meet expectations from the larger campus community. Below you will find the registration process outlined and the forms that are needed (print or electronic). As well as guidelines on event type and timing of the event.

**Registration/Follow-Up Procedures**

1. Begin EPR in Student Involvement (NU 200).
2. Bring EPR to OFSL (NU 332) and reserve your date. Date will be held for one week*.
3. The OFSL Philanthropy Registration form (paper) must be completed in its entirety when an EPR is initially submitted to OFSL. Please be prepared to have a conversation about the information presented on the form with an OFSL staff member if needed.
4. All EPR signatures must be gathered and the EPR must be returned to OFSL within the week to secure your organization’s date.
5. If the event is to be promoted by the council and the OFSL, please submit the philanthropy graphic to the respective council officer one month prior to the event.
6. Within two weeks of the event concluding, chapters will need to complete the philanthropy follow-up report found at [https://goo.gl/G6tyv](https://goo.gl/G6tyv).

If you are wishing to host a philanthropy date that has already been reserved by an organization, you will need to complete the OFSL Shared Event Waiverform, which is located on the reverse side of a paper copy of the OFSL Philanthropy Registration form. This will need to be completed no later than a month prior to the event.

*Extensions will be granted on an individual basis.

**Event Type**

It is suggested that each organization host only one food related philanthropy per academic year.

If you are having difficulty finding an event that is not food related, please speak with a member of the OFSL staff to help brainstorm ideas and explore what is working on other campuses.

**Event Timing**

All events must be concluded by 12:00am (mid-night). Clean up should conclude at 12:30am.

**Forms**

Philanthropy Registration – Available in Fraternity & Sorority Life
Philanthropy Follow-up Report - [https://goo.gl/G6tyv](https://goo.gl/G6tyv)