



DELTA SIGMA PHI FRATERNITY  
NEW CHAPTER PETITION GUIDE

# THANKS FOR CHOOSING DELTA SIG!

We are the Fraternity of movements. Since 2010, over 900 men have become Founding Fathers, building new chapters of Delta Sigma Phi at institutions across the nation.

Your interest in our Fraternity is genuinely appreciated and these resources will help you effectively and responsibly get your grassroots efforts off the ground.

Our Fraternity was founded by a small group of men who wanted to make a difference in the world. In our early years, the Fraternity grew when groups of men at different schools petitioned to become chapters of Delta Sigma Phi. We believe a movement that starts at the student level can be powerful.

We have a high set of standards and expectations for all new chapters, which also applies to groups of men seeking an official new chapter designation.

Within this packet you will find some basic tips and ideas toward organizing your interest group the right way, recruiting men who share your purpose and achieving the benchmarks to become an official new chapter of Delta Sigma Phi.

# START STRONG: LAY A SOLID FOUNDATION

Some of the typical concerns regarding interest groups include:

- The group or leader has not reached out to the university staff regarding the intent to bring a new fraternity to campus.
- The group has reached out to a number of national fraternities without a true desire to join any specific group.
- There is a general lack of respect for the recruitment and expansion process of a given institution.

Our goal is to help you build a new chapter of our Fraternity. To do that we must respect the systems and people in place at your institution so that you can receive the help you need to grow, prosper and become an award-winning chapter of Delta Sigma Phi.

Whether you have a group of interested men or not, the first thing you should do is **reach out to the Fraternity and Sorority Life (FSL) professional at your institution.**

When any staff from any headquarters receives word that a group of men want to join as a new chapter, the first person we reach out to is the FSL professional or whichever office oversees student organizations. Delta Sigma Phi will not develop any new chapter without consent from the institution and/or the Inter-Fraternity Council or other governing council for men's social fraternities.

Once you've reached out to the professional on campus, feel free to call our headquarters and let us know you are attempting to develop an interest group. We may have additional resources and marketing materials to provide to you.

Listed below are the first steps to take as you develop your new group of potential Delta Sigs:

- Research
- Write everything down
- Pool your resources
- Spread your message
- Draft a formal petition

## RESEARCH

When starting any new venture, it is important that a man is both confident in his mission and fully aware of the product he will sell.

If you are part of the latter, we are unfortunately not the fraternity for you.

**Read about the history of the fraternity you wish to partner with** (Delta Sigma Phi or not) and understand why you want to partner them. Too often students simply say “we value these values as well,” without any indication of how they plan on being different or important to their institution.

**Read up on your institution’s policies as well.** What is your IFC’s expansion process? Are interest groups allowed to become chapters of national organizations? What is required to be recognized as a student organization/Greek organization annually?

If you can’t find these on the website it is OK to ask your FSL professional for the information. We may also have information regarding the expansion process of a particular institution so feel free to reach out to our office as well!

**Know some basic facts about the Greek community** at your institution. When was the last time a new fraternity joined? What percentage of men are Greek? What are some of the accomplishments of the community? Why do you not feel as if any of the groups are right for you?

## WRITE EVERYTHING DOWN

It is important to note your intentions, desires and successes during this early phase of your group’s development. Documentation is also critical to hold all parties (our staff, your FSL staff and your members) accountable.

## DRAFT A LETTER WITH YOUR INTENT TO DEVELOP A NEW GROUP

Write the letter to whomever organizes Fraternity & Sorority Life at your institution. The letter should state clearly and respectfully that you wish to develop a new chapter of Delta Sigma Phi and the reasons for wanting to do so. Remember our organization is one that advances social movements and conducts activities with **culture, harmony and friendship** in mind. These points should be included in your letter.

Be intentional by placing an adjustable timetable on the letter. This will help you set goals and give the institution some perspective as to when you would like to be formally recognized. Include in the letter our list of expectations from this packet or even the packet itself!

Sign the letter with your name and attach a separate page with additional signatures if more than two men are already part of the group. Leave space near your signature for that of the FSL professional. This demonstrates that you will be developing a new group and that the institution's staff is on board. Keep one copy for your records and print one for the FSL professional as well as one for our records at Delta Sigma Phi Fraternity Headquarters.

### **CRAFT A DETAILED PLAN**

Once you have confirmation from the university and our staff that all is OK to proceed, begin developing your expectations for your new group. When would you like to hit the minimum requirements we expect of each new group? When would you like to submit your official petition? Share this with your FSL professional and our staff so that we can help you if you fall behind.

### **DOCUMENT EACH VICTORY**

We have provided some resources for your interested men to fill out as they join your cause. It is important to document every new member, every service project and every milestone you achieve as you achieve them. This will make your petition filing process much easier and will show that you have men committed to your cause.

### **POOL YOUR RESOURCES**

Now that you have a plan and have confirmation from your institution that it is OK to proceed with developing an interest group, you can determine what the best plan of action is. Any strategist knows that the key to victory is understanding what resources you have at your disposal.

### **REACH OUT & UP**

See what resources are available at your institution. Is there a weekly newsletter that goes out? Is there a daily newsletter? How can you get information into student mailboxes? What kinds of marketing materials can you get from our staff?

We have resources to share with you, from advertisements to scholarship forms to blurbs for the school newspaper. If we don't have it, our staff can likely provide you with the resource you are looking for depending on the reasonability of the request.

## **DETERMINE TARGET MARKETS**

We'll hit more on this during the recruitment portion but you must demonstrate that you can effectively recruit new members to your cause. Although we would be happy to see a group of 15 high caliber friends in an interest group, your ability to recruit more members and men you don't know will determine whether or not you can sustain a chapter of Delta Sig.

Does your IFC have a no-bid list you can use? Do organizations and sports teams post their rosters online for you to find involved students?

List out every possible way you can find men you don't know.

## **SPREAD YOUR MESSAGE**

It's time to grow! Once you have completed all of the above, start getting to work and sharing with others what you are doing. Remember that nothing you do at this point can be officially affiliated with Delta Sigma Phi because you are not dues-paying members.

Start hosting service events, interest sessions and study groups. Come up with a name and register as a student organization or participate in intramural sports. Do things that will simultaneously show your men what it is like to be a chapter of Delta Sig based on our list of expectations and help you achieve those expectations.

Use every resource available. Facebook, Twitter, the school paper, the local paper and on-campus advertising are all great ways to get others on board. Most importantly, always share **why** you are doing what you are doing. If your cause is just and honest, students will want to be a part of it.

## **DRAFT A FORMAL PETITION**

At the very end of this document is an outline for a formal petition. When you have hit the required benchmarks, have the "go-ahead" from your institutional staff and council and have a membership that reflects well on Delta Sig, we will

begin the process of interviewing your membership and determining your affiliation with our Fraternity.

While there are never guarantees, we are always encouraged and respectful by a group of purposeful men wanting to be something more. Completing this packet will show to us that you are serious in considering Delta Sigma Phi as your fraternity of choice.

# EXPECTATIONS TO EARN NEW CHAPTER STATUS

Our Fraternity was founded on the belief that all men of good character should be equal members in our organization. Today, that belief holds and extends to our new chapters and chapters.

We hold every chapter to the same standards. To be recognized as an official “New Chapter” of Delta Sigma Phi Fraternity, you must meet the following criteria.

## **MEMBERSHIP**

Any group of men petitioning for new chapter status in Delta Sigma Phi Fraternity must have a minimum of 20 signed petitioners or half that of the average IFC chapter size (whichever of the two is larger). Each man must fill out the included membership form.

## **ACADEMICS**

The average GPA for the entire group must be above than the all-male GPA of the institution AND/OR at or above a 3.0 (whichever is higher). All men signed as petitioning members must have a previous-term GPA above a 2.75.

## **COMMUNITY ENGAGEMENT**

All men signed as petitioning members must be involved in at least one other campus organization. Each man is also expected to have completed five documented community service hours in the previous term with an official letter on letterhead from the organization with which they worked confirming their contribution.

## **RISK REDUCTION**

All men signed as petitioning members must have read and signed the Delta Sigma Phi Code of Conduct included in this resource booklet. They may also have no major violations on record with the institution and are subject to background checks after interviewing with Delta Sigma Phi professional staff.

## STAFF REVIEW

Once your group has met the basic benchmarks for new chapter status your membership will be subjected to a review by national staff. This may sound intimidating, but it is really just our staff members interviewing each of your members one-by-one to learn more about them and why they want to be a member of this particular group.

If there are noticeable weaknesses in the group such as: a lack of commitment, a lack of genuine campus or community involvement and/or the belief that the documentation provided was a misrepresentation or exaggeration of any of the requirements, we have the right to:

- Remove individual members from the group
- Work with your group to add more members to the group
- Deny colony status.

As long as you recruit men who are genuine to your cause and who can meet our expectations, you should have nothing to worry about with regard to our interview process.

Remember, we want to grow our Fraternity. We have crafted this packet so that you can build the foundation to be a truly successful chapter of Delta Sigma Phi, but there are many barriers standing in the way of fraternity men in the 21st century.

We will grant new chapter status and eventually a charter to those groups who demonstrate a true commitment to the fraternity's ideals and expectations.

# RECRUITING THE RIGHT MEN

As a chapter of Delta Sigma Phi you will need to continuously recruit high caliber leaders. We expect all chapters of Delta Sigma Phi to be at or above the average chapter size for an IFC chapter at an institution.

The benchmarks your grassroots group will need to meet include membership criteria as well as a size expectation.

Recruiting a Delta Sig requires more than a BBQ or setting up a table. To make a strong and high-performing chapter your group will need to continuously recruit strong and high-performing men. We follow a system called “Dynamic Recruitment” which fits our expectations better than what most fraternity chapters do: “Static Recruitment.”

**Static Recruitment:** Hosting a series of events and inviting or hoping that men show up to these events. The more men you need to recruit, the more and bigger events you’ll need to host.

**Dynamic Recruitment:** Actively seeking out, reaching out to and engaging men in a one-on-one or small group setting to recruit them to your cause. Remember: People join People NOT organizations. You need to sell YOU and your PURPOSE.

## BUILD A NAMES LIST

Using an Excel or Google document, create a list of all unaffiliated, undergraduate men you know. Take time and reach out to other members of your grassroots group to see who they know. Even if you are not interested in recruiting these men, this list serves as an indicator of your recruitment potential.

You'll need to meet students you have not met before. You can pull these names from:

- The school's website
- Athletic team or organization web pages
- A student database
- Ask friends or strangers for recommendations
- Ask professors or university staff for recommendations
- Search Facebook groups (Class of 2016, etc.) for names

Remember to add any and all names to the list. You can then choose from there who you would like to reach out to.

## BEGIN OUTREACH

As you build a list, start to reach out to the men on that list. A phone call is always the preferred method of contact but keep in mind:

- Don't bring up the Fraternity, ask to sit down for coffee or lunch and try to get to know them. Ask them for insight as to what they would like to see out of a new men's leadership group or opportunity.
- The 72 hour rule: Once you lose contact with someone for more than 72 hours, you've started to lose them. Call, send a text, email, Facebook message, Anything! Just stay in touch!
- Be genuine. You don't need to sell anything. If you are comfortable saying you want to create a new and different fraternity, you will likely find many men who want to contribute to your cause.

**Be sure to get grade information early.** Share the expectations of the group with all members and ask if they would have problems meeting the criteria. The worst-case scenarios are that someone needs to wait an additional term to improve their GPA, or he just isn't fit for Delta Sig at this very moment.

## GET YOUR MEN INVOLVED QUICK

Share your names list with your petitioning members. Work together to continue to grow your cause while also contributing to the community and getting materials set up for your packet.

Get each man to fill out the "Petitioning Member" form so that you have documentation of who each member is. Stay in touch with each man after he has committed so that you can be sure he will continue to contribute as a member of your potential chapter.

For tips & ideas regarding recruitment visit:

[http://phiredup.com/index.php?  
option=com\\_content&view=section&id=4&Itemid=160](http://phiredup.com/index.php?option=com_content&view=section&id=4&Itemid=160)

# THE PETITION PROCESS

While we can never guarantee new chapter status to every interested group of men, we are happy to review petitions that outline why your group would like to be a group of Delta Sigma Phi.

Once you gather the necessary documentation and submit a petition, our national staff will review the packet and reach out to your group with any suggestions or thoughts. If your packet is complete and your group meets the requirements our staff may conduct in-person or over-the-phone “infoviews” to learn more about your membership.

If your group meets all of the requirements and expectations our professional staff will bring your petition to our Grand Council for review. We will then relay the decision and any further inquiries or information to your group.

The Grand Council meets quarterly and you will be made aware of when the next meeting is once you have submitted a petition to our headquarters.

## CONTENT

Your petitioning packet should contain the following:

- **A letter of interest** - A letter signed by all members of the interest group explaining why your group seeks membership with Delta Sigma Phi, and how you have worked together to achieve the necessary benchmarks.
- **A Letter from your FSL Professional** - This letter needs to state that it is within IFC policy that your interest group is allowed to become affiliated with a national fraternity and must also state that the group and its members have no major conduct violations on file with the university.
- **Petitioning Member Forms** - Include all petitioning member forms.
- **Service Achievements** - Include documentation proving that each member has met the minimum service requirement. If your interest group performed service as a group, a letter stating the number of men and how many hours they contributed will suffice.
- **Academic Reports** - Include a “Grade Release Form” along with GPAs for all members from the most recent term.

# CONCLUSION & RESOURCES

Thank you again for your interest in becoming a part of our movement. Please reach out to our headquarters staff if you have any questions regarding the recruitment or petitioning process.

It is important to emphasize again that your interest group may not participate in any events or host any events under the Delta Sigma Phi Fraternity name and that your group is in no way affiliated with the Fraternity until a vote by the Grand Council determines otherwise.

This packet and any assistance provided by the national Fraternity serve as general advice and resources to men who wish to create an interest group in a way that abides by the process of their institution and the national Fraternity.

## RESOURCES

Included in this packet is a “Petitioning Member Form.” Your institution has a specific “Grade-Release Form” that you will need each petitioning member to complete.

Our website also offers resources with regard to recruiting high caliber men, videos you can show to potential members as well as documents to hand out to potential members detailing the costs of membership and information about our organization.

We use all of what is available on our website when our staff builds new chapters of Delta Sigma Phi and a number of our existing chapters make use of these documents and files as well.

## CONTACT

If you have questions or thoughts regarding our growth process please feel free to reach out to our National Headquarters.

Send an email to: [Koulogeorge@Deltasig.org](mailto:Koulogeorge@Deltasig.org)  
Call: 1-317-634-1899 x 454  
Facebook: DELTA SIGMA PHI

# PETITIONING MEMBER FORM

FIRST NAME: \_\_\_\_\_ LAST NAME: \_\_\_\_\_

MIDDLE INITIAL(S): \_\_\_\_\_

PERMANENT ADDRESS:

\_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

MAILING ADDRESS (IF DIFFERENT THAN ABOVE)

\_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

BIRTH DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ INSTITUTION: \_\_\_\_\_

EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

# TERMS UNTIL GRADUATION: \_\_\_\_\_

GPA FROM MOST RECENT TERM (ON A 4.0 SCALE): \_\_\_\_\_

OTHER ORGANIZATIONS (POSITIONS IN PARENTHESIS)

\_\_\_\_\_

I \_\_\_\_\_ understand that membership in Delta Sigma Phi Fraternity is a lifelong experience. I have been made aware of the expectations associated with an interest group petitioning for new chapter status. I have been made aware of the financial expectations of members of the fraternity. I understand that filling out this form does not grant me membership into Delta Sigma Phi Fraternity and that no payment will be asked of me until, by vote of the Grand Council, the interest group which I am a part of is determined to have obtained colony status. I understand that filing a petition with the national fraternity is not an automatic guarantee of colony status and that I am not given permission by the national fraternity to operate under the Delta Sigma Phi Fraternity name or with use of the Fraternity's trademarked logos or insignia.

Printed Name: \_\_\_\_\_ Witness: \_\_\_\_\_

Signed Name: \_\_\_\_\_ Witness Signed: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_