

## MEMBERSHIP RECRUITMENT ACCEPTANCE BINDING AGREEMENT MRABA SCRIPT AND FORMS

The National Panhellenic Conference (NPC) wants every potential new member (PNM) to be informed about her options for joining a sorority. This script (found on the next page) is to be used immediately before a potential new member (PNM) completes the MRABA during fully structured and partially structured recruitment. It should be read aloud to a PNM and be unaltered. A PNM should only sign the MRABA when she fully understands the contract she is signing. She should have the opportunity to have all her questions answered. Signing this document is her acknowledgement that she understands the terms and conditions.

Campuses using printed MRABA forms should instruct PNMs to complete the form and initial each statement as appropriate. For campuses not using a paper copy of the MRABA, PNMs should review the language of the MRABA found on their screen while the script is read aloud. By submitting the MRABA, the PNM acknowledges and understands the terms of the MRABA.

The campus should provide additional directions as needed regarding any electronic submission. These instructions should give specific directions, telling PNMs how to select and submit preference(s). No one other than the PNM should complete/sign the MRABA. These instructions should be provided to the PNM only after the MRABA script has been read aloud, the PNM has had an opportunity to have any remaining questions clarified and she is ready to submit her final preference(s).

The printed MRABA paired with the read-aloud script allows for visual, auditory, reading/writing and kinesthetic learners to interact with the policies that affect their membership opportunities. It is important PNMs are offered the appropriate time, space, environment and expectations as they





Name:	
Campus Name:	
Campus Address:	
Phone number/Email:	

## MEMBERSHIP RECRUITMENT ACCEPTANCE BINDING AGREEMENT

Introduction: Agree to binding electronic contract and electronic signature.

Initial each statement.

This form is called the Membership Recruitment Acceptance Binding Agreement, or "MRABA." I understand that it is a contract with the National Panhellenic Conference ("NPC").

I choose to complete this MRABA because I participated in the primary membership recruitment process ("Recruitment") at

[Campus Name]

### ELECTRONIC SIGNATURE ONLY

I consent to this electronic contract. I agree to electronically sign the MRABA. These terms are defined by the Electronic Signatures and Global and National Commerce Act ("E-Sign") and the Uniform Electronic Transactions Act ("UETA").

I agree that this MRABA and my electronic signature is valid, enforceable, and binding under E-Sign and UETA.

Next Step: Continue to Part 1.

### Part 1: Withdrawing or Continuing in Recruitment.

Initial one of the following options:

I want to withdraw from Recruitment.

I will not join a sorority now. I could join a sorority in the future by participating in the continuous open bidding ("COB") process. I will not complete this contract.

Next Step: Continue to Part 5.

I am continuing in Recruitment.

Next Step: Continue to Part 2 [Campus Name]

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Part 3: Show that you understand the effect of submitting the MRABA.

Initial each statement below.

By signing the MRABA, I understand and agree that each of these statements is true:

- \_\_\_\_\_ After I submit this form, I cannot change my rankings. I cannot add or delete any sororities to my rankings.
- \_\_\_\_\_ If I do not receive a bid from any sorority I ranked, I understand I am eligible to join any sorority later, through the COB process. I understand that not all sororities will recruit through COB.
- \_\_\_\_\_ If I do receive a bid from a sorority I ranked, but I choose not to accept that bid, I understand that I am not eligible to join any other sorority on this campus until the start of the next Recruitment.

Part 4: Rank your preferences.

Rank in order of your preference for receiving a bid.

1st Preference: \_\_\_\_\_

2nd Preference (if applicable): \_\_\_\_\_

3rd Preference (if applicable): \_\_\_\_\_

Part 5: Sign the contract.

I have read and understand this MRABA. By signing or submitting this MRABA, I agree to be bound by its terms. I agree that completing this form electronically has the same legal effect of completing a paper version.

I have never been initiated into an NPC sorority. I understand that if I join an NPC sorority and choose to become an initiated member of that sorority, I cannot join another NPC member organization, regardless of any circumstances.

Signature: \_\_\_\_\_

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

This MRABA must be filed with the College Panhellenic within one (1) business day of the date it was signed.

REVISED: June 2020 | 3873120

## College Panhellenic Violation Report

Complete and submit to the College Panhellenic president or fraternity/sorority advisor within 30 calendar days from the date of the alleged infraction (including university/college breaks).

College/university:

Against [name of sorority]:

For violating:

List specific NPC Unanimous Agreement, NPC policy, College Panhellenic bylaws, code of ethics, recruitment rules, etc.

Recruitment violation reported by (reports may only be led by one of the people listed below):

Chapter president

Panhellenic officer in charge of recruitment

Recruitment counselor

Potential new member

Fraternity/sorority advisor

Non-recruitment violation reported by (reports may only be led by one of the people listed below):

Chapter president

Chapter executive officer/board member

College Panhellenic officer

Fraternity/sorority advisor

Date/time/location of alleged infraction:

Witness(es) to the incident; include a liaison/Panhellenic officer title and phone numbers:

Description of the incident; use additional sheets if necessary:

Names and a liaison of cited individuals and sorority involved:

Names, addresses and phone numbers of individuals/sorority reporting incident:

Signed by:

Name and position

Date

DELIVERY RECORD (Completed by the College Panhellenic president or fraternity/sorority advisor)



## College Panhellenic Mediation Summary Report

The mediator completes this form and then gives it to the fraternity/sorority advisor for delivery as outlined in the Delivery Record.

### DELIVERY RECORD (Completed by the fraternity/sorority advisor)

The accused sorority receives the original of this report. The College Panhellenic keeps a copy of this completed report as part of the documentation. Provide copies of this report to the fraternity/sorority advisor and the NPC area advisor.

Delivered to accused sorority

Chapter president or designee signature \_\_\_\_\_

Copy to the accusing party

Copy to fraternity/sorority advisor

Date:

Copy to NPC area advisor

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



**DELIVERY RECORD** (Completed by the College Panhellenic Judicial Board chairman)

The College Panhellenic maintains the original form and minutes. The accused sorority receives copies of this form and minutes. Send copies of this form to the parties listed below; do not include the minutes page.

Delivered to accused sorority chapter president or designee

Copy to the accused sorority chief panhellenic officer      Date:



## College Panhellenic Appeal Notice

This form should be used if an involved party wants to appeal the decision of the College Panhellenic Judicial Board to the NPC Panhellenic Judicial Appeals Committee.

### APPEAL PROCEDURES:

- Submit the Appeal Notice to the College Panhellenic president or fraternity/sorority advisor within seven days of the judicial board hearing decision.
- The College Panhellenic president sends the complete record in a timely manner upon receiving the Appeal Notice but no longer than 14 days to the NPC Panhellenic Judicial Appeals Committee chairman by emailing it to [npccentral@npcwomen.org](mailto:npccentral@npcwomen.org).
- Include a copy of the College Panhellenic bylaws, judicial procedure and applicable rules in the email.
- The NPC Panhellenic Judicial Appeals Committee upholds or reverses the decision of the College Panhellenic Association Judicial Board. It may also dismiss or modify sanctions as the committee deems appropriate.

University/College:

Appealing party:

Date of decision:

Name, address, phone number and email of appealing party representative or chapter president:

Name, address, phone number and email of the College Panhellenic president and the fraternity/sorority advisor:

Reason for appeal of rendered decision; attach additional pages if necessary:

Appealing party signature:

**DELIVERY RECORD** (Completed by the College Panhellenic president or fraternity/sorority advisor)

Date appeal submitted: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_