Panhellenic Association Participation/Competition Guidelines

To: All Campus Organizations
From: Breanna Bober, Panhellenic VP Judicial Affairs
Re: Competition/Participation Policy
Date: 2014

During the fall of 2002, the Panhellenic Association passed a resolution renewing our procedure of reviewing all activities seeking our NPC Sorority participation and/or competition. According to this policy, a request for Panhellenic participation must be submitted by completing the attached form. The Panhellenic Judicial Board will review all proposals and make a recommendation to member chapters. Lack of Panhellenic endorsement will not prohibit any group from participating in the event, nor does an endorsement obligate any group to participate.

The COMPLETE form is due in the Fraternity and Sorority Student Life office TWO WEEKS prior to the scheduled event, and if any changes occur in the information, a new form must be submitted. A meeting with the Participation Board may be necessary to answer any questions we may have in reviewing your proposal. If your organization does not apply through this process and meet all Panhellenic guidelines, please do not expect participation from the NPC Sororities.

The purpose of this procedure is to eliminate confusion and provide clarity to our chapters concerning the many requests for participation and/or competition that we receive. Your cooperation will be greatly appreciated. This policy will be effective immediately.

Below are a few of the guidelines you should follow in organizing your event and in preparing your proposal. If you have any questions or concerns, please feel free to e-mail Breanna Bober, VP Judicial Affairs at breanna.a.bober@ou.edu.

Guidelines (including but not limited to):

- Entry fees shall not exceed $75 per event, OR $50 if the event requires any form of additional monetary commitment or donation.
- Events shall last no more than three days.
- Social functions (with alcohol) used as a prize may not occur during the week of the original event AND all National Sorority/Fraternity policies must be followed.
- Date Auctions are not permitted (i.e., Sorority members may not be auctioned).
- Meal Give-Ups are not permitted (does not include purchasing tickets for a meal).
- House Decorations are not permitted (does not include Banners or CAC Homecoming Events).
- All events must be alcohol free and comply with the NATIONAL POLICIES of all 11 NPC Sororities and a letter (signed by the Organization President and Organization Advisor) stating that there will be no alcohol at the event must be submitted with the Participation/Competition Request Form.
- All t-shirt designs must be attached for the event to be approved. You must use a company that is Greek licensed.
The University of Oklahoma Panhellenic Association Participation Board was created to clarify and provide mutual understanding between Panhellenic and the organizations or individuals seeking our support and participation in competitive events held on the University of Oklahoma campus. In an effort to inform our members, we ask that you carefully read and complete this form in its entirety.

The Panhellenic Association will assume all information provided is the final and complete procedure for any competition. If changes occur in any information provided, the organization or individual will assume the responsibility to submit a corrected form TWO WEEKS PRIOR to the event. Please be as specific as possible. All forms must be returned to Fraternity and Sorority Student Life (325-6350) at least TWO WEEKS prior to the event to be considered for approval by the Panhellenic Judicial Board.

Name of Sponsoring Organization/Individual _______________________________________

Contact Name:______________________ Phone and Email:____________________________

Name of Event ______________________________________________

Date(s) of Event ______________________ Time(s) of Event ______________________

Location of Event ______________________________________________

Amount of Entry Fee and/or other Associated Costs __________________________________

Check the appropriate boxes

□ Competition or □ Participation only (i.e., no winner)

□ Philanthropy (service) □ Fundraiser □ Fun □ Other ______________________________

Other organizations participating?

□ NPC □ IFC □ MGC □ LGC □ NPHC □ Housing □ Campus Wide □ Other __________________

Have NPC Sororities participated in this program before? □ Yes □ No If yes, when____________

Attach a detailed description of the event, including but not limited to the following items: point / award structure; projected time requirements; purpose of the event; why you want Panhellenic to participate; etc. Include any information you feel will help in determining whether or not sororities will participate. By signing this form you are stating that there will be no alcohol at the event. The request will not be considered without the proper signatures.

Organization President’s Signature ____________ Date ____________

Organization Adviser’s Signature ____________ Date ____________

Office use only

Date Received: ______________________

Completed Form due TWO WEEKS prior to the Event

Fraternity and Sorority Student Life – 325-6350
The University of Oklahoma Panhellenic Association Participation Board was created to clarify and provide mutual understanding between Panhellenic and the organizations or individuals seeking our support and participation in competitive events held on the University of Oklahoma campus. In an effort to inform our members, we ask that you carefully read and complete this form in its entirety.

The Panhellenic Association will assume all information provided is the final and complete procedure for any competition. If changes occur in any information provided, the organization or individual will assume the responsibility to submit a corrected form TWO WEEKS PRIOR to the event. Please be as specific as possible. All forms must be returned to Fraternity and Sorority Student Life (325-6350).

Attach a detailed description of the event, including but not limited to the following items: contacts for each sponsoring organization; point / award structure; projected time requirements; purpose of the event; why you want Panhellenic to participate; T-shirt designs; fees; etc. Include any information you feel will help in determining whether or not sororities will participate. By signing this form you are stating that there will be no alcohol at the event. The request will not be considered without the proper signatures.

Completed Form due TWO WEEKS prior to the Event
Fraternity and Sorority Student Life – 325-6350
UNIVERSITY OF OKLAHOMA PANHELLENIC ASSOCIATION
PARTICIPATION / COMPETITION REQUEST FORM FOR MULTIPLE ORGANIZATION-SPONSORED EVENT

| Name of Sponsoring Organizations/Individuals | |
| Name of Event | |
| Date(s) of Event | Time(s) of Event | |
| Location of Event | |
| Amount of Entry Fee and/or other Associated Costs | |

Check the appropriate boxes

Type of event:  ☐ Competition or ☐ Participation only (i.e., no winner)
☐ Philanthropy (service) ☐ Fundraiser ☐ Fun ☐ Other

Have NPC Sororities participated in this program before? ☐ Yes ☐ No  If yes, when

First Organization:
☐ NPC ☐ IFC ☐ MGC ☐ NPHC ☐ Housing ☐ Campus Wide ☐ Other
Contact Person:
Phone and Email:

| Organization President’s Signature | Date | Organization Adviser’s Signature | Date |
| Second Organization: | | | |
| ☐ NPC ☐ IFC ☐ MGC ☐ NPHC ☐ Housing ☐ Campus Wide ☐ Other | | | |
| Contact Person: | | | |
| Phone and Email: | | | |

| Organization President’s Signature | Date | Organization Adviser’s Signature | Date |
| Third Organization: | | | | *(if necessary)*
| ☐ NPC ☐ IFC ☐ MGC ☐ NPHC ☐ Housing ☐ Campus Wide ☐ Other | | | |
| Third Contact: | | | |
| Phone and Email: | | | |

| Organization President’s Signature | Date | Organization Adviser’s Signature | Date |

Please attach any additional organization contacts.