



CHARTERING BENCHMARKS

PATH TO BECOMING A CHAPTER

To ensure that new chapters continue to thrive once they charter, Alpha Sigma Phi Headquarters has established a list of benchmarks that must be met before the group can submit a petition to charter. Provisional Chapters will be eligible to submit their chartering petition during their 4th semester as a Provisional Chapter.

For example: if a Provisional Chapter was started in Fall 2025, they would be eligible to submit their petition no sooner than Spring 2027. Members are initiated prior to completing the Chartering benchmarks, however.

BROTHERHOOD

The Provisional Chapter has at least one brotherhood event per month during the academic year that is substance free and attended by at least 50% of the members. Please provide a description of each (date, event, location) and a picture for each.

RECRUITMENT

The Provisional Chapter has shown the ability to recruit and consistently bring New Members into the Provisional Chapter. Provide a list of all recruitment events the Provisional Chapter has held as well as details of the recruitment strategies the Provisional Chapter has utilized.

The Provisional Chapter is at a sustainable size relative to the campus IFC average

COMMUNITY AGREEMENT

Outside of the areas of brotherhood and recruitment, what has the Provisional Chapter done to stay engaged with the campus and local community? List any service/philanthropy events the Provisional Chapter has hosted or participated in, personal/professional development workshops the Provisional Chapter has hosted or participated in, or other organizations the Provisional Chapter has supported.

ACCOUNTABILITY

Finances

All men in the Provisional Chapter are paid in full or on an approved payment plan.

The Provisional Chapter utilizes Billhighway for dues collection. Dues should be relative to the IFC average and must be at a sustainable level. Please include dues amount and collections rate.

The Provisional Chapter should have zero debt and a line-item budget provided to their liaison at fraternity headquarters, including costs for the Chartering Ceremony.

Standards

Provide the member expectations that have been established as well as how these expectations are communicated to the members of the Provisional Chapter.

The Provisional Chapter has a trained and fully functioning standards board that has a recurring meeting scheduled. Please provide the date, time, location of the meeting, and the frequency with which these meetings occur. Please provide a charge letter demonstrating a time when the Standards Board held a member accountable.

Scholarship

The Provisional Chapter GPA meets or exceeds the IFC average in the semester prior to the submission of their chartering petition.

Please provide both individual grades and an official community grade report.

ADVISOR SUPPORT

Institutional Relationship

The Provisional Chapter attends IFC/Greek Council meetings and receives a positive written recommendation from the campus Fraternity/Sorority Advisor.

Grand Chapter Advisor Relationship

Please provide a letter of recommendation from the Grand Chapter Advisor, detailing their interactions with the Provisional Chapter and support for Chartering.

CEREMONY REQUIREMENTS

Location and Date

Provide a copy of the room reservation booked for the Chartering Ceremony.

- If the chapter is looking to be approved in the Fall, the date of the ceremony must be a Saturday within the month of April.
- If the chapter is looking to be approved in the Spring, the date of the ceremony must be a Saturday within the months of September or October.

Room reservation must be booked for 5 hours.

- 2-hour preparation time.
- 2-hour ceremony/dinner starting between 6pm – 7pm.
- 1-hour for pictures and cleanup.

Ticket Pricing

The chapter must produce a ticket price for alumni and family to attend.

Meeting with Headquarters

The President and Chapter Advisor must set up a Zoom call with the HQ representative to happen within a week after being approved to charter.

ALUMNI ASSOCIATION

The chapter will provide 3-4 alumni in their petition that have agree to set up an Alumni Association. Alpha Sigma Phi staff will reach out to these individuals to help with the creation of the association.