



WILLIAM & MARY

PANHELLENIC COUNCIL

2026-2027 W&M Panhellenic Council Recruitment Rules

I. Adherence to NPC Unanimous Agreements and Policies Regarding Recruitment

All NPC member organizations at William & Mary adhere to NPC Unanimous Agreements and policies. All organizations will follow these valued and non-negotiable policies during the recruitment process.

II. Membership Recruitment Acceptance Binding Agreement (MRABA)

The College Panhellenic Association will uphold and use the membership recruitment acceptance binding agreement (MRABA) for each potential new member (PNM) interested in joining a sorority, whether during primary recruitment or continuous open bidding. We agree to all policies and steps of the MRABA.

III. Strict Silence

Strict silence is observed only between the end of preference events and bid distribution.

IV. Promotion of the Sorority Experience

College and Alumnae Panhellenic rules must not infringe on the rights of NPC member organization chapters in how they communicate, contact and promote the overall sorority experience and membership opportunities to potential new members. All sorority promotions should be positive and in the spirit of Panhellenic unity through all forms of communication (e.g., print, digital, in-person).

Promoting the sorority experience does not mean creating an unfair advantage for a particular chapter. It means being friendly and responding to questions PNMs might ask of Panhellenic members. It means promoting sorority membership in general, not a particular organization. It also means current, and alumnae members do not have to hide their sorority affiliation or be forced to delete social media accounts or be penalized for talking about their membership.

V. Values-Based Recruitment

All NPC member organizations represented at William & Mary will engage in the following practices that align with the Values-Based Recruitment Policy during membership recruitment:

- Focus on conversations between chapter members and PNMs about organizational values and member organizations.
- Establish guidelines for membership recruitment budgets and cap membership recruitment expenses, including the value of all donated goods and services.
- Keep decorations to a minimum and confined to the interior space used for recruitment rounds.
- Minimize the required purchasing of recruitment event attire for chapter members.
- Eliminate gifts, favors, letters, and notes for PNMs.
- Eliminate all forms of bid promising, oral or written, to join a certain sorority before bids are distributed by Panhellenic.
- Eliminate extraneous and costly performances. This includes but is not limited to recruitment skits and door stacks.

The Panhellenic Council will follow the Peer Accountability process as recruitment-related infractions occur.

Each chapter is responsible for ensuring that all Recruitment Guidelines are observed by all their chapter members and alumnae.

VI. Primary Recruitment Logistics

A. Recruitment Registration Management:

1. A secondary pool will be utilized during primary recruitment which will include students who are studying at W&M for only one academic year, juniors, seniors, and any JDP/ St. Andrews student.
2. Panhellenic Recruitment Team will collaborate with chapters to address accessibility needs of PNMs as stated on their recruitment registration documents.

B. Recruitment Outreach:

1. Chapters may not sponsor campus-wide programming or chapter outreach initiatives from the start of the semester through the conclusion of Bid Day.
2. Chapter sponsorships or endorsements, including social media clips, may not be promoted starting August 1st through the conclusion of primary recruitment (bid day).

C. Interactions:

1. No photographs of PNMs may be taken by chapters during primary recruitment.
2. Conversations/interactions with PNMs during scheduled primary recruitment events will be restricted to the public areas of the chapter house. Using a non-public area such as a bedroom, hallway, or kitchen, etc. to target or isolate a PNM for private conversation during a recruitment event will be prohibited.

3. There is to be no entertainment outside of each chapter house. This includes singing, clapping, etc. General conversations are acceptable. See each round of recruitment for additional decoration information.
4. Following the Panhellenic Toast, chapters are prohibited from slamming doors and excessive yelling inside chapter houses.
5. Personalized preference letters, cards, or notes to the PNM are prohibited during any round of primary recruitment.
 - i. No cards, gifts, or favors can be taken out of any house by any PNM.
 - ii. Financial information concerning dues, payments, etc., which are to be approved by Panhellenic in advance, is permitted.
6. Exceptions will also be made for Panhellenic provided food/water for emergency purposes.
7. The chapter is responsible for ensuring that all prospective members enter your chapter house no earlier and leave no later than the length of the event.

D. Decor and Presentations:

1. Outdoor: There are to be no outside decorations on houses during primary recruitment. All outside decorations must be removed by midnight, the night before primary recruitment begins. This includes:
 - i. Not permitted: Welcome Back Banners or other types of Banners.
 - ii. Permitted: Permanent door fixtures, flowers, and string lights for visibility purposes.
2. Indoor: The round that you choose to display your whole wall decoration (either Philanthropy, Sisterhood, or Preference round) must be submitted to Panhellenic by the designated date.
3. Chapters shall indicate by the first day of classes when they intend to show videos, presentations, or full wall decorations.
 - i. Chapters are allowed to show up to two (2) videos throughout recruitment. These videos may only be shown during Philanthropy, Sisterhood, or Preference Round.
 - ii. Chapter Philanthropy, Sisterhood, or Preference videos, slideshows, scripts (excluding ritual), and all other presentation materials must be submitted to Panhellenic by noon, three days before the respective round begins. They will be reviewed for policy violations and are subject to approval. There will be a fine assessed of \$25 every twelve (12) hours it is late.

E. Invitation Lists:

1. *Two (2)* chapter representatives are responsible for bringing invitation lists and bid lists to Student Leadership Development at the specified times. Hard copy invitation lists will be double-checked for accuracy by *two (2)* chapter representatives. Signing off on the list represents taking full responsibility for the content of the chapter invitation list. No changes are made to invitation lists or bid lists after they have been signed off on.
 - i. Chapters who turn in invitation and/or bid lists after the designated time will be fined. \$50 after the first five (5) minutes and \$20 for each additional ten (10) minutes up until an hour. After an hour, the fine will increase to \$40 for every additional ten (10) minutes late. See section XI for more details.
 - ii. Chapters experiencing issues with the recruitment software should meet with the Panhellenic recruitment team in person before the list deadline.
 - iii. Chapters experiencing issues with their own recruitment software should communicate with the Panhellenic recruitment team prior to lists being due.

F. Apparel

1. All Recruitment related T-Shirts (Fraternity/Sorority Meet & Greet, shirts used during rounds and Bid Day) and sisterhood day themes must be submitted to Panhellenic by the designated due date.
2. Wearing any apparel for a men's fraternal organization during any round of primary recruitment is prohibited, including shirts that have both the sorority and fraternity's letters on them.

G. Open House Rounds:

1. Logistics:
 - i. No "singing in" to the recruitment events. You may sing them "out".
2. Conversation:
 - i. Conversations may use members' personal experience with the goal of promoting the idea and benefits of joining a Panhellenic organization.
3. Attire:
 - i. Prospective members are encouraged to dress casually.
4. Decor:
 - i. Added decorations should remain limited.
 - ii. No additional decorations shall be added to the porch.
 - iii. One set of wooden letters outside is permitted.

H. Philanthropy Day – 1st invitational round:

1. Logistics:
 1. Chapters may present a 4-6 minute presentation (video, slideshow, etc.) describing anything related to the chapters' philanthropy and service initiatives.
2. Conversation:
 1. Emphasize the philanthropic/service side of their chapters. The goal for these events is to give the PNMs a better understanding of the chapter's local and national philanthropic efforts and partnerships.
3. Attire:
 1. Prospective members are encouraged to dress casually.
4. Decor limits:
 1. Decorations are limited to accents (such as stars hanging from the ceiling, or small pictures on the wall), smaller props (such as t-shirts or small inflatables), and one small table (may contain a brag board).
 2. One (1) whole wall decoration (sheet hanging, back drops, photo walls etc.) allowed at only one of your rounds to be determined by each chapter. Chapters shall notify Panhellenic when they plan to have a full wall decoration by the first day of classes.
 3. No additional decorations shall be added to the porch/ outside aside from one set of wooden letters, if the chapter chooses so.

I. Sisterhood Day – 2nd invitational round:

1. Logistics:

1. Chapters may present a 4-6 minute presentation (video, slideshow, etc.) describing anything related to the chapters' sisterhood. There may not be any part of the video that could be interpreted as a skit.
2. In addition to the 4-6 minute sisterhood presentation, each chapter will take up to 5 minutes to present their dues structure and go over the financial transparency document. Each chapter is required to give out the financial transparency document to every PNM in each event. PNM's should take this document with them upon leaving the event.
2. Conversation:
 1. Emphasize sisterhood and values of their chapters. The goal of this round is to give PNM's more specific information about the chapters they are visiting.
3. Attire:
 1. Prospective members are encouraged to dress casually.
 2. Sisters are encouraged to wear general chapter PR Shirts.
4. Decor limits:
 1. Decorations are limited to accents (such as stars hanging from the ceiling, or small pictures on the wall), smaller props (such as t-shirts or small inflatables), and one small table (may contain a brag board).
 2. One (1) whole wall decoration (sheet hanging, back drops, photo walls etc.) allowed at only one of your rounds to be determined by each chapter. Chapters shall notify Panhellenic when they plan to have a full wall decoration by the first day of classes.
 3. No additional decorations shall be added to the porch/ outside aside from one set of wooden letters, if the chapter chooses so.

J. Preference Night:

1. Logistics:
 1. Bid Lists must include all preference night invitations (anyone invited to preference must be on your chapter's bid list). Extremely rare exceptions may occur. In those cases, a national staff member or national volunteer must contact the FSA and/or RFM specialist directly to inform them of this situation as the chapter's bid list is submitted
 2. At the conclusion of Preference night events, a designated chapter recruitment team member must go "on call" for the remainder of the night.
 3. Bid Cards and Name Tags: By the designated time, each chapter is required to submit "bid cards" and blank name tags for new members. Please submit 5 more blank bid cards and name tags than new members you have. Be prepared to submit more if needed.
2. Conversation:
 1. Preference Night events will highlight special ceremonies and traditions of the chapter that highlight bonds of sisterhood.
3. Decor:
 1. No open flames, i.e. candles, are allowed in any residence hall (this means any sorority house) and are strictly prohibited by William & Mary Residence Life policy.

2. Decorations are limited to accents (such as stars hanging from the ceiling, or small pictures on the wall), smaller props (such as t-shirts or small inflatables), and one small table (may contain a brag board).
3. One (1) whole wall decoration (sheet hanging, back drops, photo walls etc.) allowed at only one of your rounds to be determined by each chapter. Chapters shall notify Panhellenic when they plan to have a full wall decoration three (3) days prior to Open House Round.
4. No additional decorations shall be added to the porch/ outside.
5. Wooden letters are not allowed outside.

K. Bid Day:

1. Logistics:
 - A. An automatic late fee of \$200 will be assigned to any chapter that is not present at the designated location at the start time for Bid Day celebrations (see fine section).
 - B. There are to be no men and/or alcohol in a chapter's Bid Day celebrations or celebrations sponsored by individual members of the organization. Bid Day celebrations will be considered any chapter/sister activity that begins between the extending of bids and 8am the morning following Bid Day.
2. Attire:
 - A. Chapters' Bid Day pictures shall have all members and PNMs fully clothed. These pictures are an important reflection of Panhellenic life to both the College and the Williamsburg communities.

VII. Recruitment Counselors

- A. Serving as a recruitment counselor is a privilege. Panhellenic is committed to selecting the best applicants for the role. Panhellenic will also remain committed to balancing chapter affiliations when possible.
- B. Recruitment Counselors are required to participate in all recruitment counselor trainings, all recruitment related events, and days of recruitment until the conclusion of their obligation. Should a recruitment counselor fail to meet the expectations and responsibilities of the role, barring extenuating circumstances, they will be subject to removal.
- C. Recruitment Counselors are always expected to promote the overall sorority experience and provide positive and enthusiastic support of all chapters.
- D. Panhellenic Recruitment Team will also be expected to follow the guidelines of Recruitment Counselors.
- E. Recruitment Counselors who are living in their sorority house may remain in the facility throughout Formal Recruitment but must be discreet in their interactions with the chapter during the formal recruitment process, always displaying behavior that is in the best interest of the prospective members and that promotes mutual respect and trust between all members of the women's Panhellenic community.
- F. Recruitment counselors will not share any information regarding a PNM's preferences with anyone outside of the Panhellenic Recruitment Team.
- G. Recruitment Counselor and Recruitment group interactions shall be limited to alcohol-free activities. Recruitment Counselors should focus on facilitating group bonding and

promoting sorority life through meals and sober events (movie nights, on-campus group meals, attending on-campus events, etc.). All Recruitment group PNMs shall be invited to participate in these events.

- H. At no time shall Recruitment Counselors promote or facilitate drinking or other activities that break Virginia State Law or the Code of Conduct, as outlined in the William and Mary Handbook.

Contact Guidelines for Recruitment Counselors:

1. **Level 1:** From the date determined by Panhellenic (30 days prior to the PNM orientation) until midnight the night before the PNM Information session:
 1. Recruitment Counselors may not disclose their affiliation or wear/display any sorority affiliated paraphernalia.
 2. They may interact with other sorority affiliated members, provided that the activity is not chapter related.
 3. Any activity/interaction that (to the average observer) links a Recruitment Counselor to a specific chapter (whether or not it is her affiliated chapter) should be avoided in favor of more neutral/Panhellenic interactions.
 4. Starting in this period, Recruitment Counselors may not be referenced or pictured in any recruitment events or promotional content. This includes any slide shows, composites, or any other pictures displayed during Formal Recruitment or on social media. Recruitment Counselors will be asked to adjust privacy settings on social media until the conclusion of formal recruitment.
2. **Level 2:** After midnight, the night before the PNM Information Session until all recruitment business is completed with their group or until Bid Day celebrations begin (whichever is later), Recruitment Counselors will follow full contact restrictions.
 1. Full Contact Restriction shall be defined as: brief positive Panhellenic contact between sorority affiliated members and PNMs on Full Contact Restriction status.
 2. Recruitment-related conversations/interactions shall be limited to approximately 5 minutes and permitted in public places only.
3. **Level 3 - Strict Silence Period:** Strict silence shall exist between all members of the Panhellenic community and PNMs for the specific hours following the final event of Formal Recruitment and bid distribution

Guidelines for Members in Roles that have direct contact with PNMs during the start of the semester (Orientation Aides and Area Directors, Resident Assistants, and Head Residents):

1. Any student serving in an official university capacity (example: Orientation Aides/ Area Directors, Resident Assistants, etc.) shall continue doing their role as set forth by their job-specific training.
 1. While being in their role, should conversations shift and become recruitment-related, students are expected to promote the overall sorority experience rather than their own chapter experience.

VIII. Recruitment Finances

1. Each sorority is expected to respect the cap on recruitment expenses set by Panhellenic.

1. There will be a \$1,500 recruitment cap on recruitment-related expenses.
 1. Food being provided to a chapters' members during recruitment event breaks may be excluded from this cap.
2. Additionally, each chapter recruitment budget may be expanded by a maximum of \$2,500 t-shirt allowance for the collective chapter purchasing of one PR/Recruitment t-shirt.
3. A proposed budget is to be sent to Panhellenic in the Spring Semester (date determined by Panhellenic).
4. All expenses are to be itemized and turned into Panhellenic with receipt. A budget of actual monies spent by the chapter, alumni parents, or required of any member during Recruitment is due to Panhellenic Council following two weeks after Fall Recruitment concludes. This shall be signed off on by the Panhellenic VP Recruitment.

IX. Continuous Open Bidding

1. Continuous Open Bidding can be conducted during the academic year, specifically during the primary and non-primary recruitment terms when:
 - a. A chapter has not matched quota during primary recruitment. The chapter can COB until quota is achieved.
 - b. A chapter is below the established total at any point in the term.
2. Primary recruitment term: COB begins once total is set.
3. Non-primary term: COB begins once total is set within 24 hours of the first day of the non-primary term.
4. Panhellenic can support the COB of all chapters with marketing and promotion.
5. Panhellenic Council must be notified when a bid is extended. Panhellenic Council will ensure that the PNM has not already accepted a bid from another chapter and will check eligibility based on potential previous signing of the MRABA. Panhellenic will also check for completion of A Home Without Hazing training for chapters' convenience.
6. An accepted bid is a binding agreement. The recipient must fill out a Membership Recruitment Acceptance Binding Agreement within 24 business hours of accepting a bid. This can be done in Student Leadership Development.
7. Continuous Open Bidding runs from the end of primary recruitment until the end of the semester, and during the semester in which formal recruitment does not take place.
 - a. No men or alcohol are allowed at informal recruitment events.
 - b. No informal promise of a bid can be made.
8. The Panhellenic Council shall take responsibility for maintaining a list of interested PNMs in the spring semester.
9. At some point during the Informal Recruitment process prior to bid extension, participating chapters should provide financial transparency documents to PNMs.

X. Alumnae Involvement

Alumnae involvement is a behind-the-scenes role, not one that actively participates in the recruitment process, except when executing the function of designated inter/national member organization staff, volunteers, organizational visitors and traveling leadership consultants.

XI. Fineable Violations & Fines Assessed

Violation	When Applicable	Amount	Assessed
What action would have to occur?	The timeframe in which the action occurs would make it a violation (e.g., 30 days before primary recruitment begins)	The monetary amount of the fine.	How frequently is this fine assessed? (e.g., each occurrence, each day late, compounding)
Chapters turning in invitations or bid lists late	\$50 after the first five (5) minutes and \$20 for each additional ten (10) minutes up until one (1) hour is reached. After an hour, the fine will increase to \$40 for every additional ten (10) minutes late.	\$50 after first five (5) minutes \$20 for each additional ten (10) minutes up until 1 hour is reached. After one (1) hour: \$40 per every additional ten (10) minutes.	When invitation lists are due from chapters as well as when the bid list is due
Any video or presentation materials being submitted late	When presentation materials/ videos are not submitted to Panhellenic by noon three (3) days before the respective round begins	\$25 per 12 hours it is late	Each time material is submitted 12 hours late during formal recruitment
Chapter showing up late to bid day	On bid day if the chapter is not at the pre-determined location at the pre-determined time. Exception: if “running home” with all chapters does not occur due to weather	\$200	Only applicable during formal recruitment bid day

Intent: The Values Based Recruitment Policy is intended to promote fairness and equality throughout recruitment by limiting the amount of time and money spent decorating houses for specific rounds. Excessive decorations detract from the overall experience of formal recruitment, by creating an environment focused on image. Decorations are meant to express chapter personality, not their decorating abilities and the amount of money they are willing to spend.

Values Based Recruitment Committee: The Values Based Recruitment Committee consists of the Panhellenic Council Vice President (Chair), W&M Panhellenic Council VP Recruitment (Vice-Chair), and one chapter representative (on a volunteer basis) from at least one half of the chapters on campus. (Note: the affiliations of the Vice President and the VP Recruitment are closed and cannot be considered representative of a specific chapter.) Depending on expressed interest, the Committee may consist of between 5 and 10 representatives in addition to the Vice President and VP Recruitment. This is to ensure that the Committee and their decisions will be representative of the Panhellenic community.

Guidelines:

- Only one wall may be entirely covered with decorations (this is not divisible between walls).
- The remaining walls may be decorated with smaller accents (i.e. posters, pictures, streamers), covering roughly 1/5 of the wall space available. (Note: the Values Based Recruitment Committee may use their discretion in determining what is and is not appropriate.)
- The chapter may use props necessary for sisterhood presentations. However, these props must be reasonable and not outlandish; reasonable being defined as in line with the intent of the Values Based Recruitment Policy.
- Items hung from the ceiling are permitted; however, the Values Based Recruitment Committee reserves the right to use discretion on a case-by-case basis (concerning amount, size, etc.).
- Costumes are not permitted as attire. This is using the definition of costumes as apparel that would not be worn in everyday circumstances and/or cannot be coordinated around a theme.

Procedure:

- A walk-through will take place less than two hours before the first event of philanthropy day and the first event of sisterhood day. At this time, all decorations should be finalized. The Vice President accompanied by the Values Based Recruitment Committee will inspect the houses and inform chapters of changes that must be made before the start of the first party. Changes will be required only if the guidelines have not been met.