

Chapter Affiliation Transfer Policy & Procedures

Purpose

This policy establishes a standardized process for undergraduate brothers transferring their membership from one Sigma Chi chapter to another due to relocation, academic transfer, or other legitimate reasons. It ensures that members are welcomed smoothly into their new chapter, records are accurately maintained, and fraternity standards are upheld. It also ensures fairness, equity, and brotherhood among the transferring brother, the initiating chapter, and the chapter receiving the transfer student.

Guiding Principles

Sigma Chi is committed to ensuring that the process of chapter affiliation transfers reflects the Fraternity's core values:

- **Friendship** – Every interaction should strengthen bonds of brotherhood and foster a spirit of welcome.
- **Justice** – Processes must be transparent, consistent, and free from favoritism or prejudice.
- **Learning** – The transfer should be viewed as an opportunity for growth and continued commitment to the Fraternity's ideals.

Scope

This policy applies to:

- **The Transferring Brother** – an initiated member seeking affiliation with another chapter.
- **The Initiating Chapter** – the chapter where the member was originally initiated.
- **The Receiving Chapter** – the chapter at the new institution.

Eligibility for Transfer

All undergraduate brothers transferring from one institution with a Sigma Chi Chapter to another institution with a Sigma Chi Chapter must be a member in good standing in accordance with the Fraternity policy and the receiving chapter's requirements for active brothers to include but not limited to academic, financial, and conduct requirements.

A brother on academic suspension, financial suspension, or disciplinary action noted by Headquarters through a Member Accountability Form or CAMAC, is not eligible to transfer to a chapter until their situation is resolved.

Policy Statements

1. The Transferring Brother

- Must notify both the initiating and receiving chapters of their intent to affiliate.
- Should present themselves with honesty, humility, and a spirit of brotherhood.
- Must provide accurate information about their status and contributions in their initiating chapter.

- Is expected to commit fully to the life and responsibilities of the receiving chapter upon acceptance.
2. The Initiating Chapter
 - Should treat the transfer as a continuation of the brother's journey in Sigma Chi, not an end.
 - Must avoid obstructing the process or engaging in language or actions that diminish the brotherhood.
 3. The Receiving Chapter
 - Should extend hospitality and welcome while exercising due diligence.
 - Must assess the brother on current character and commitment, not solely on reputation or hearsay.
 - Should provide avenues for integration into chapter life, leadership, and fellowship.

Procedures

1. Notification – The transferring brother submits intent to affiliate to the receiving chapter
2. Evaluation – The receiving chapter applies its established process for evaluating affiliates (interviews, voting, probationary period, etc.), ensuring fairness and consistency.
3. Decision & Communication – The receiving chapter communicates its decision to the transferring brother in a timely, respectful manner.
4. Integration – Upon acceptance, the receiving chapter provides opportunities for the brother to engage, contribute, and build new bonds.

Appeals

A transferring brother who believes the process was handled unjustly may appeal to the Grand Praetor of the province for review and reconsideration.

Enforcement

All parties are expected to adhere to these policies in good faith. Violations of this policy may be referred to the Executive Committee of Sigma Chi for further action.