



Office of Student Activities  
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### Add/Drop Form -- Chapter Membership Roster

To add students to a Sorority or Fraternity membership roster, a complete Add/Drop Form is required. Marshall University expects all recognized student organizations to maintain an accurate chapter roster. The chapter roster is used in computing semester academic performance reports, intramurals, membership statistics, chapter-sponsored events, Greek Week and PHC/IFC/NPHC dues.

#### To **ADD** a member:

MUID \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

This is to certify that, \_\_\_\_\_  
Last First Middle Initial

IS a/an \_\_\_\_\_ **INITIATED MEMBER** or \_\_\_\_\_ **PLEDGE / NEW MEMBER** of

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Name of Inter/National Organization

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Name of Chapter President/ Chapter Advisor	Signature	Date
(Member's signature) _____	_____	Date: _____

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I agree to have my academic records released to my Chapter's President, Scholarship Chair, and Advisors; the University's Greek Advisors; the Chapter's Governing Council Executive Board; and the Inter/National Headquarter Staff of my Fraternity/Sorority Chapter as long as I remain a member.

**Member's email address - Please use block capital only**

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University Official	Date received	Date entered
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#### To **DROP** a member:

MUID \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

This is to certify that, \_\_\_\_\_

is no longer a \_\_\_\_\_ **MEMBER** or \_\_\_\_\_ **PLEDGE / NEW MEMBER** or has become an \_\_\_\_\_ **ALUMNI MEMBER** of

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Name of Inter/National Organization

The former member/new member has/is: (circle)

**Graduated**    **Transferred**    **Withdrew from MU**    **Still Enrolled at MU**    **Other:** \_\_\_\_\_

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President's Name	President's Signature	Date
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