

College Panhellenic Infraction Notice

This is completed by the College Panhellenic president or fraternity/sorority advisor after a College Panhellenic Violation Report has been properly filed. This must be given to the accused sorority president or designated representative within seven days of receiving the College Panhellenic Violation Report. Distribute a copy to the fraternity/sorority advisor and the NPC area advisor within the same time period. The seven-day timeline applies even during college/university breaks.

College/university: _____

Accused sorority: _____ Date of notification: _____

Notification emailed to (list name and email address): _____

Alleged violation(s): *(List specific rule, Unanimous Agreement, etc., and brief description.)*

Date(s) of alleged violation(s)*: _____

**Violations must be reported within 30 days of the alleged infraction.*

Infraction filed by: _____ Date infraction filed: _____

Rights and obligations of accused sorority:

The accused sorority has the right to resolve the alleged infraction through mediation and/or a judicial board hearing. The accused sorority is responsible for contacting the College Panhellenic president within seven days of receiving this infraction notice to schedule mediation or a judicial board hearing. Mediation is held unless the accused sorority chooses to proceed directly to a judicial board hearing. The mediation or judicial board hearing does not have to occur within the seven-day period; it must be scheduled as soon as possible at a time convenient for the parties involved. If the infraction notice is received during a college/university break, the mediation or judicial board hearing can be deferred until classes resume.

To schedule a mediation or judicial board hearing, contact the person below by _____
[date].

Name: _____ Phone number: _____

DELIVERY RECORD *(Completed by the College Panhellenic president or fraternity/sorority advisor)*

The accused sorority receives the original of this report. The College Panhellenic keeps a copy of this completed report as part of the documentation. Provide copies of this report to the fraternity/sorority advisor and the NPC area advisor.

Delivered to accused sorority _____

Chapter president or designee signature

Copy to fraternity/sorority advisor Date: _____

Copy to NPC area advisor Date: _____