

Delta Chi | Report Roster Changes in Vault

HOW IT WORKS

To report disaffiliates, alumni, and inactive members:

1. Log into [Vault](#) > Chapter > Update Member Statuses.
2. Select the members' current status, (i.e. initiate) in 'Filter By', their new status, (i.e. alumnus) in 'Change To', and the applicable reason in 'Member Status Reason'.
3. Select the appropriate members and choose 'Update Member Statuses'.

Name	Member Status	Date of Graduation	Initiation Date
Ackworth, Dustin	Initiate	05/01/2017	11/15/2013
Albert, Max	Initiate		11/15/2013

To report an inactive member returning to initiate status:

1. Log into [Vault](#) > Chapter > Member Roster.
2. Scroll to the bottom of the screen to see the inactive members and select the appropriate individual.

Last Name	First Name	Informal First Name	Account #	Member Status	Association Date	Initiation Date
Akworth	William	William	638447	Former Member - Inactive	09/01/2014	11/15/2014
Allen	Jeffrey	Jeffrey	638448	Former Member - Inactive	02/01/2015	04/15/2015
Douglas	Paul	Paul	1021820	Former Member - Inactive	02/01/2015	04/15/2015

3. Select the edit icon in the Membership Information section, update the Member Status from former member to initiate, and select 'Save and Close.'

Member Detail

638448 - Jeffrey Rodger Allen III

View Billing Detail

PERSONAL INFORMATION

MEMBERSHIP INFORMATION

Name	Mr. Jeffrey Rodger Allen III	Association Date	02/01/2015
Date of Birth	09/08/1997	Initiation Date	04/15/2015
Social Security # on File	Yes	Member Status	Former Member-Inactive

638448 - Jeffrey "Jeffrey" Rodger Allen III

Personal Information

Membership Information

Contact Information

Home Information

Association Date

02/01/2015

Initiation Date

04/15/2015

Member Status *

Initiate

Status Reason

To report expulsions, review Delta Chi Law and notify the Executive Director that an expulsion trial has occurred via the proper procedure.

To report resignations, resigning member must submit a signed resignation request to the Executive Director.