

Inactive Status

Inactive status is a temporary classification that allows members to step away from active chapter participation while maintaining their membership in Delta Chi. Per Delta Chi Law, individuals on an inactive status are prohibited from participation in chapter activities or representing the chapter in any capacity. It may not remove them from contracts or certain financial obligations.

INACTIVE STATUS ELIGIBILITY REQUIREMENTS

Members are eligible for inactive status only after they have been initiated for at least one full year. Requests submitted before this one-year initiation period will not be approved under any circumstances. Any student member in good standing who meets this time requirement may apply for inactive status through the established petition process.

HOW LONG CAN A MEMBER BE ON INACTIVE STATUS?

Inactive status may only be granted for one academic term at a time. Members may hold inactive status for a maximum of two terms throughout their membership.

Members who have already been inactive for more than two (2) terms under previous guidelines (prior to Fall 2024) may petition for up to two additional terms under the current process. This grandfathering provision ensures fairness for members who utilized inactive status under prior regulations.

HOW CAN A MEMBER REQUEST INACTIVE STATUS?

There are three methods through which a member may be placed on inactive status:

MEMBER-INITIATED REQUEST

A member may submit a written notice requesting inactive status. This notification shall not impair any existing written financial agreements between the member and the chapter.

CHAPTER-INITIATED MOTION

The chapter may initiate a motion to place a member on inactive status. This motion requires approval by a two-thirds vote of both the chapter membership and the chapter's Alumni Board of Trustees.

FINANCIAL INDEBTEDNESS

The Alumni Board of Trustees may place a member on inactive status by a two-thirds vote for financial indebtedness only.

Note: Academic standing issues must be addressed through other accountability measures, and inactive status should not be used for those failing to meet academic standards set by the chapter.

ROSTER UPDATE PROCESSES FOR CHAPTER “C”s

KEY DEADLINES

Chapters must submit accurate rosters by the following deadlines each year:

- **February 14th:** Spring rosters due
- **June 30th:** Summer rosters due
- **October 14th:** Fall rosters due

Prior to this submission deadline, there will be a date (typically two or more weeks prior to the deadline) where all members will be moved to active status, to permit the “C” to make accurate updated by the deadline.

No exceptions will be made to these deadlines, and chapters will be billed based on the roster status as submitted on these dates, making accurate roster management essential for proper billing and chapter operations.

MEMBER STATUS DEFINITIONS

Chapters must classify members according to the following status definitions to ensure accurate record-keeping and billing:

- **Student Member:** A member currently enrolled at your university. If they are still enrolled, they should be marked as “Initiate.”
- **Associate Member:** a new member that has accepted an invitation for membership and is participating in associate member education, but has not been initiated into full membership.
- **Alumnus - Studying Abroad:** A member studying abroad who is not taking courses at your university, but will return to campus in the future.
- **Initiate - Co-Op:** A member participating in an internship, co-operative experience, or similar for the term.
- **Alumnus - Transferred:** A member who has transferred to another university.
- **Alumnus - Left School:** A member who has left your university and is not enrolled elsewhere.
- **Alumnus - Graduated:** A member who has graduated from your university and is no longer an enrolled student.

SPECIAL CLASSIFICATIONS

- **Military Service:** Members serving on active military duty should be classified as “Alumnus-Left School” during their service period. Upon their return to the university, their status should be updated to “Initiate.”
- **Study Abroad:** Members participating in study abroad programs should be classified as “Alumnus-Studying Abroad” while overseas. When they return to campus, their status should be updated to “Initiate.”
- **Extended Leave:** Members who are no longer attending classes and are not enrolled at any university should be classified as “Alumnus-Left School.”

CHAPTER MEETING REPORT SUBMISSION

The Fraternity will verify all changes to inactive status through documentation submitted in the Chapter Meeting Report (CMR). As the “C”, you will have seven (7) days from the date a member is marked as “inactive” in Vault to submit a CMR with the necessary documentation. If the CMR is not submitted correctly within this timeframe, the member will revert to active status.

For complete details regarding these policies and procedures, please refer to the current Delta Chi Law documentation