

******Please return to Area Coordinator - Greek Life**

Name of Person filing report: _____ Date: _____

Signature: _____ Chapter: _____

Grade Release /Roster Update Form

This form is to be used to release grade information for all members of each fraternity and sorority, as well as to inform the Area Coordinator - Greek Life Coordinator of any membership status changes. **It must be submitted as a paper copy directly to the Area Coordinator – Greek Life.**

- The grade release portion of this form requires signatures once per academic year. Please have your members sign the form early in the fall and new members/pledges immediately after accepting bids.
- The roster update portion does not require signatures of all members, but only of the person submitting the form. You need only submit the names of those whose status has changed. Please fill this out as often as necessary to ensure accurate information regarding your chapter roster.

Please indicate the status of each member according to the list below:

P: Pledge or New Member

A: Active member

G: Graduated or transferred

N: Not a member (use this for members who have de-activated or de-pledged)

By signing this form you agree to release your grades for both the Fall and Spring semesters.

	NAME	ID#	Status	Signature (Please sign here to release grades)
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