



# Theta Delta Chi International Fraternity

## Expulsion Guide and Samples

### THINKING ABOUT MEMBERSHIP EXPULSION

The decision to expel a brother is not to be taken lightly. We all took the same oaths and swore to uphold the values of Theta Delta Chi for life. One **cannot** disaffiliate or renounce their membership in our organization. Our Constitution and By-Laws only allows for the expulsion of a brother, however there are specific guidelines based upon your status as a member. There are three documents that may be used in the process [the bylaws (which outline the procedures for members based upon their status), an expulsion form (for undergraduate members), and the voluntary expulsion form (for undergraduates and alumni that do not want to go through a hearing). All of these documents can be found in the appendices.

### THREE PATHWAYS FOR EXPULSION

A member of Theta Delta Chi can be expelled from membership via three pathways. The first two pathways are for active/undergraduate members:

- Undergraduate Complaint and Hearing Process
- Membership review

A third pathway is for the expulsion of an alumni member and is for a specific Complaint(s) and involves a hearing. The major difference is that an active/undergraduate member has a hearing before the Charge, while an alumni member has a hearing before a Convention. The process and timelines vary for each of these pathways.

### CHECKLIST FOR EXPULSION

Undergraduate Process ([Appendix A](#))

- Identify the specific offense(s) for expulsion ([Article XVII](#), Section 1)
  - Joining another chartered college secret fraternity
  - Improperly revealing any of the secret words, token, grips, passwords, procedures, degree or ceremony or any secret business transacted in a Charge or lodge room or Convention.
  - Gaining membership into the Fraternity by false statement, concealment, deception or evasion of facts regarding his personal history

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- Wrongfully appropriating the use of funds, property or effects belonging to any Charge or the general Fraternity or Alumni Association or group
- Making a complaint against another member of the Charge which has been proven to be false and maliciously made
- Having become a habitual user of narcotics
- Having been guilty of immoral practice
- Having been convicted of a felony
- Having been guilty of conduct which violates his duties or obligations, or behavior unbecoming a member of the Fraternity
- Preparation of Complaint (Article XVII, Section 2)
  - Once the offences have been determined, the executive Committee or one-quarter of the active members can write a Complaint against another brother.
  - The Complaint must demand the expulsion of the brother based upon one or more of the offences listed above.
  - The offenses must be specifically stated and only evidence related to the offence can be submitted
  - The Complaint is addressed to the Charge
- Filing and presentation of the Complaint (Article XVII, Section 2)
  - Two copies of the Complaint are to then be filed with an officer of the Charge.
  - The officer of the Charge then will present the Complaint at the next regular meeting of the Charge
- Scheduling a hearing and notice (Article XVII, Section 3)
  - At the meeting where the Complaint is presented, a date, time and place for a hearing will be determined.
  - The hearing is to be no less than thirty (30) days and no more than sixty (60) days from the date of the meeting where the Complaint is presented to the Charge
  - The respondent to the Complaint will be given a written Hearing Notice along with the Complaint at least twenty (20) days **before** the date of the hearing. This is to be done by the President, or Corresponding Secretary; if the President is the respondent; or any other officer chosen by the Charge
  - The Hearing Notice, along with the Complaint, must be provided to the Charge, fourteen (14) days prior to the hearing.
  - This Hearing Notice can be waived, in writing, by the respondent
- Notice to the Grand Lodge (Article XVII, Section 4)
  - When a Complaint is made AND the hearing has been scheduled, the President shall send a copy of the Hearing Notice and Complaint to the Grand Lodge
- Hearing (Article XVII, Section 5)
  - After it has been determined that all of the above procedures have been followed, the Charge will hold a hearing on the merits of the Complaint.

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- After hearing all of the evidence, the Charge shall either vote “Guilty” or “Not Guilty” of any of the acts or offences enumerated in the Complaint (Article XVII, Section 1). For the member to be expelled the vote must be at least a three-fourths (3/4) vote of the active membership.
- If the respondent is found guilty of the offence(s) in the Complaint he shall be expelled from the Fraternity
- A complete record of the hearing shall be made and kept with the Charge.
- If the respondent is found guilty, the record of the hearing, along with the Theta Delta Chi Expulsion Form ([Appendix B](#)) will be sent to the Grand Lodge (glstaff@tdx.org)

## VOLUNTARY EXPULSION FORM ([Appendix C](#))

From time to time, a respondent may wish to avoid a public hearing and plead guilty to the charges in the Complaint and does not contest the expulsion. If this is the case the Charge President may then ask the respondent to agree to signing the Voluntary Expulsion Form (Appendix C)

## ALUMNI PROCESS ([Appendix A](#))

- Identify the specific offense(s) for expulsion (Article XVII, Section 6)
  - Joining another chartered college secret fraternity
  - Improperly revealing any of the secret words, token, grips, passwords, procedures, degree or ceremony or any secret business transacted in a Charge or lodge room or Convention.
  - Gaining membership into the Fraternity by false statement, concealment, deception or evasion of facts regarding his personal history
  - Wrongfully appropriating the use of funds, property or effects belonging to any Charge or the general Fraternity or Alumni Association or group
  - Making a complaint against another member of the Charge which has been proven to be false and maliciously made
  - Having become a habitual user of narcotics
  - Having been guilty of immoral practice
  - Having been convicted of a felony
  - Having been guilty of conduct which violates his duties or obligations, or behavior unbecoming a member of the Fraternity
- Preparation of Complaint (Article XVII, Section 7)
  - Any five alumnus members may make the Complaint, in writing, demanding the expulsion of the respondent

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- The grounds for the Complaint are to be specific and no evidence shall be presented that does not directly relate to the offence(s)
- The Complaint is to be addressed to the Grand Lodge
- Filing and Presentation of Complaint (Article XVII, Section 7)
  - Two copies of the Complaint are to be sent to the Grand Lodge no less than forty (40) days before the next Convention
  - As soon as a Complaint is received by a member of the Grand Lodge, he is to immediately notify all other members of the Grand Lodge
  - The Complaint is then to be presented to the Convention following the filing of the Complaint
  - If the filing of the Complaint is less than forty (40) days before the Convention, the presentation and consideration of the Complaint to the Convention is delayed until the next Convention
- Date of Hearing and Notice (Article XVII, Section 8)
  - After proper filing of the Complaint, the Grand Lodge shall determine a time and place for the hearing at the Convention
  - The President of the Grand Lodge shall serve, or cause to be served, a Notice of Hearing and the Complaint to the respondent, no less than thirty (30) days prior to the hearing
- Hearing by Convention and Finding by Ballot (Article XVII, Section 9)
  - After it has been determined that all of the above procedures have been followed, the Convention will hold a hearing on the merits of the Complaint.
  - After hearing all of the evidence, the Convention, by a three-fourths (3/4) vote of the delegates present and voting by ballot, shall either vote "Guilty" or "Not Guilty" of any of the acts or offences enumerated in the Complaint (Article XVII, Section 6)
  - If the respondent is found "Guilty" of the offence(s) in the Complaint, he shall be expelled by the Fraternity.

NOTE: An alumnus member can elect to use the Voluntary Expulsion Form ([Appendix C](#)) in lieu of a hearing.

## MEMBERSHIP REVIEW ([Appendix A](#))

- How a membership review is initiated
  - **The Grand Lodge can initiate a membership review** if there is evidence the majority of the Charge has committed offences as enumerated in Article XVII, Section 1 as listed above. (Article XVII, Section 10 (a))
  - The Grand Lodge can initiate a membership review in lieu of holding a hearing to consider the revocation or suspension of the charter. (Article XVII, Section 10 (a))
  - **The Charge can initiate a membership review** when one-fourth (1/4) of the active membership wishes to remove a problematic part

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of the Charge who threaten the existence of the Charge. A petition, signed by one-fourth (1/4) of the active membership is needed to call a membership review into action. (Article XVII, Section 10 (b))

- Formation of the review committee (Article XVII, Section 10 (d))
  - A review committee will be composed of
    - One undergraduate member
    - One alumni member
    - One CFO staff member
  - The Executive Director will appoint the members of the Committee and will act as chair of the deliberations
- Powers of the review committee
  - The committee can only change the status of members who participate in the interviews of the committee (Article XVII, Section 10 (d))
  - The committee may discipline any member who refuses to participate in the interviews including expulsion from the Fraternity (Article XVII, Section 10 (d))
  - The review committee shall have full authority to direct the affairs of the Charge during the review (Article XVII, Section 10 (e))
  - The review committee may access or seize any Charge records, or regalia that may aid in their review or may be neglected by the Charge (Article XVII, Section 10 (e))
- Timeline and report
  - The Grand Lodge will notify the Charge, in writing, of the membership review, within ten (10) business days of the formation of the Review Committee. (Article XVII, Section 10 (c))
  - The review must be completed within fifteen (15) business days of the Charge's receipt of the written notice (Article XVII, Section 10 (f))
  - Upon completion of the review, the Charge President and President of the Grand Lodge will be provided with a report detailing the membership status of every member of the Charge and is effective upon the completion of the review AND ratification of the report by the Grand Lodge (Article XVII, Section 10 (f))

## RE-INSTATEMENT OF AN EXPELLED MEMBER ([Appendix D](#))

- Petition of alumnus Expelled by Charge While Undergraduate, to the Convention (Article XVIII, Section 1)
  - The petition for re-instatement must be filed with the Grand Lodge forty (40) days prior to Convention
  - The delegation of the petitioner must be graduated
  - A petition for re-instatement must be signed or approved in writing by all living alumnus members of the Charge who were active members when the petitioner was expelled

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- If this is not possible, the petitioner must prove, to the satisfaction of the Convention that the signature or approval of any of the alumnus members cannot be obtained because the address is unknown or any other reason satisfactory to the Convention then the signature shall not be required
- The Convention shall hear the petition on its merits and may re-instate the petitioner to membership in Theta Delta Chi Fraternity if not more than one of the petitioner's delegation alumnus members objects or if they refuse to sign the petition
- The re-instatement of the petitioner must be recommended and approved by a three-fourths vote of the then active members of the Charge of which the petitioner was formerly a member, if such Charge is then an active Charge in this Fraternity.
- Objections by Former Members of the Petitioner's Charge (Article XVIII, Section 2)
  - Any alumnus member of the Charge, who was an active member at the time of the expulsion, may object to the petitioner's re-instatement
  - The objection can be in writing, delivered to the Grand Lodge before the hearing at Convention, or he can object orally at the time of the Convention
  - The Grand Lodge must present all objections to the re-instatement, forty (40) days prior to Convention
- Petition for Re-instatement of member expelled by Convention
  - A petition for re-instatement is heard on its merits by a Convention and must be approved in writing by every member of the Grand Lodge holding office at the time the petition is filed (Article XVIII, Section 3)
- Date for Hearing and Notice (Article XVIII, Section 4)
  - Two (2) copies of the petition for re-instatement must be filed with the Grand Lodge, forty (40) days prior to Convention
  - The Grand Lodge will set the time and date for the hearing
  - The notice of hearing shall be sent to every alumnus member of the Charge who was an active member at the time of the expulsion, and to the Charge (if active) of the petitioner, twenty (20) days prior to Convention
  - By mutual consent of the petitioner and the Grand Lodge; if the petitioner files for reinstatement less than forty (40) days prior to Convention, the petition for re-instatement may be heard at the Convention, provided the twenty (20) day notice for hearing is given to all active members of the Charge at the time of the expulsion and the Charge (if active).
- Re-instatement by Convention (Article XVIII, Section 5)
  - If all of the conditions and timelines are met, the Convention may hear the petition and consider re-instatement

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- Re-instatement will be allowed at the conclusion of the hearing provided not less than three-fourths (3/4) of the delegates qualified to vote, vote in the affirmative.
- Reference by Convention to Trial Committee
  - A Convention, by three-fourths (3/4) vote may refer a petition to a trial committee (Article XVIII, Section 6 (a))
  - The Trial Committee (Article XVIII, Section 6 (a))
    - Five members of the Fraternity
    - No member may be from the petitioners Charge
    - Elected by the Convention
    - At least one member of the committee shall be an attorney at law
    - Shall hear the evidence offered for and against the petition
    - Shall report their findings in writing to the Convention which referred the matter to it or to the next Convention convened after the hearings and the completion of the trial
  - The trial committee must recommend, unanimously, for reinstatement to move forward to approval by the Convention, and not less than three-fourths of the delegates qualified to vote at the Convention must approve the recommendation for re-instatement. (Article XVIII, Section 6 (b))
  - If the trial committee does not vote unanimously for reinstatement, then the Convention shall require all evidence presented and any further evidence be submitted to it for consideration, and shall hear, orally, from the petitioner, if he so requests. The Convention may then re-instate the petitioner's membership with a vote of no less than three-fourths of the delegates qualified to vote. (Article XVIII, Section 6 (c))
- Petition of Undergraduate to Charge for Re-instatement
  - The petitioner must still be an undergraduate (Article XVIII, Section 7)
  - Before the petition is to be heard by the Charge, the petitioner must get approval, in writing by the President of the Grand Lodge for re-instatement (Article XVIII, Section 7)
  - The petition for re-instatement must be signed or approved in writing by all living alumnus members of the Charge who were active members of the Charge at the time of the expulsion (Article XVIII, Section 7)
  - If this is not possible, the petitioner must prove, to the satisfaction of the Charge that the signature or approval of any of the alumnus members cannot be obtained because the address is unknown or any other reason satisfactory to the Charge then the signature shall not be required (Article XVIII, Section 7)
  - The petition for re-instatement must be presented to an officer of the Charge who will then present it to the Charge at their next regular meeting. (Article XVIII, Section 8)

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- A time and place for the hearing shall be determined at the Charge meeting. (Article XVIII, Section 8)
- A Notice of Hearing must be sent to the petitioner, each active member of the Charge, each alumnus of the Charge who was an active member at the time of the expulsion, twenty (20) days prior to the hearing (Article XVIII, Section 8)
- All active or alumnus members may waive the notice in writing (Article XVIII, Section 8)
- The Charge shall hear the petition on its merits and may re-instate the petitioner to membership in Theta Delta Chi Fraternity by a unanimous vote of the Charge (Article XVIII, Section 8)
- If all of the provisions and timelines have been accomplished, and after the hearing, the Charge must vote unanimously for re-instatement. (Article XVIII, Section 10)
- A complete record of the petition, notices and hearing minutes are to be kept by the Charge (Article XVIII, Section 9)
- A copy of the petition, notices and hearing minutes are to be sent to the President of the Grand Lodge along with a letter by the Charge President and the Corresponding Secretary attesting to the proceedings (Article XVIII, Section 9)
- If the President of the Grand Lodge agrees that all of the records and procedures have been follow, he will transmit the record to the Executive Director stating that the petitioner is to be re-instated (Article XVIII, Section 9)
- Otherwise, he shall refer the petition to the next Convention for final determination (Article XVIII, Section 9)
- Notice to petitioner (Article XVIII, Section 10)
  - The petitioner must be notified twenty (20) days prior to the hearing
  - Notice may be waived by the petitioner
- Oral evidence on behalf of the Petitioner (Article XVIII, Section 11)
  - The petitioner may present oral evidence at the time and place designated in the Notice of Hearing.
  - The oral evidence may not be heard in the Lodge Room.

## APPENDICES

Appendix A: [Article XVII, Sections 1-5](#) Expulsion of Members (Undergraduate)

[Article XVII, Sections 6-9](#) Expulsion of Members (Alumnus)

[Article XVII Section 10](#) Membership Review

[Appendix B](#): Theta Delta Chi Expulsion Form

[Appendix C](#): Voluntary Expulsion Form



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[Appendix D](#): Article XVIII. Re-instatement of Expelled Members

[Appendix E](#): Letter of Complaint (Sample)

[Appendix F](#): Notice of Hearing (Sample)

# Theta Delta Chi International Fraternity

## Appendix A: Article XVII. Expulsion of Members (Undergraduate)

### ARTICLE XVII EXPULSION OF MEMBERS Offenses and Expulsion of Members

Section 1. Any active member of a Charge may be expelled by the Charge of which he is an active member, if, after hearing upon complaint, he has been found guilty, by vote of not less than three-fourths of the active members of such Charge, of one or more of the following acts or offenses: (See Constitution, Article VIII, Section 7.)

- (a) Violating one or more of the provisions of the Constitution of Theta Delta Chi Fraternity; (See Constitution, Article IV, Section 5, and Article XIV, Section 5.)
- (b) Improperly revealing any of the secret words, tokens, signs, grips, passwords, mode or procedure for gaining admittance into any meeting of Theta Delta Chi Fraternity, any degree or ceremony, or any secret business transacted in a Charge lodge room or Convention of Theta Delta Chi Fraternity, all of which are secrets to be kept inviolate;
- (c) Obtaining admission or re-instatement into membership in a Charge or in Theta Delta Chi Fraternity by false statement, concealment, deception or evasion of facts regarding his personal or family history;
- (d) Wrongfully appropriating to his own use or to the use of another, other than the rightful owner, any of the funds, property or effects belonging to any Charge of the Fraternity, or to the general Fraternity, or to the Grand Lodge, or to any corporation, association, body of trustees or committee organized or existing for the advancement and welfare of Theta Delta Chi Fraternity;
- (e) Making a complaint under the provisions of any section or sections of Article XVII or Article XIX of these By-Laws, against any other member of any Charge of Theta Delta Chi Fraternity, which complaint has been proved to be false and maliciously made;
- (f) Having become an habitual user of narcotics, or having been guilty of any immoral practice or having been convicted of a felony;
- (g) Having been guilty of conduct violative of his duties or obligations, or unbecoming to his professions as a member of Theta Delta Chi Fraternity.

#### Complaint for Expulsion of Active Member

Section 2. The Executive Committee or one-quarter of the active members of an active Charge of Theta Delta Chi Fraternity may make, in writing, a complaint against another active member of said Charge, who shall be designated in said complaint as the respondent, demanding in said complaint the expulsion of said respondent from membership in said Charge and Theta Delta Chi Fraternity upon one or more of the grounds set forth in Article XVII, Section 1, of these By-Laws. The grounds of complaint against said respondent shall be specifically set forth, and no evidence shall be admissible at any hearing upon said complaint, unless it properly relates to such grounds. Said complaint shall be addressed to the active Charge of which said respondent is a member, and two copies thereof shall be filed with an officer of the Charge. The officer with whom such complaint is filed shall present the same to the Charge at its next regular meeting.

#### Date for Hearing and Notice

Section 3. Any active Charge, upon receiving a properly prepared complaint demanding the expulsion of one of its active members, shall forthwith, at the meeting at which said complaint is presented, fix a time and place for hearing upon the same not less than thirty days nor more than sixty days after the date of such meeting. The President of such Charge, unless he is the respondent named in said complaint, or unless for some reason he is unable to act, and, in such event, the Corresponding Secretary or such other officer as may be elected for the purpose by said Charge, shall serve, or cause

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to be served, upon the respondent, at least twenty days prior to the date fixed for hearing, a copy of said complaint, together with a notice of the time and place fixed for hearing upon the same; and said President, Corresponding Secretary or other elected officer shall give, or cause to be given, to every active member of said Charge notice of the time and place of hearing upon said complaint at least fourteen days prior to the date fixed for hearing upon the same. Said respondent and any or all active members of said Charge may, in writing, waive such notice.

## **Notice by Active Charge to Grand Lodge**

Section 4. Whenever a complaint against an active member of any Charge, demanding his expulsion from membership, has been presented to such Charge, the President of such Charge, unless he is the respondent named in said complaint, or unless, for some reason he is unable to act, and, in such event, the Corresponding Secretary or such other officer as may be elected for the purpose by such Charge, shall transmit forthwith to the President of the Grand Lodge a copy of said complaint, together with a copy of the notice showing the time and place fixed for hearing upon the same.

## **Hearing by Active Charge and Finding by Ballot**

Section 5. An active Charge, to which a properly prepared complaint demanding the expulsion of one of its active members has been presented, provided that, in the judgment of said Charge, due service has been made upon the respondent and due notice to all persons entitled has been given, shall hear such complaint upon its merits, and its finding of "Guilty" or "Not Guilty" concerning the respondent shall be ascertained by ballot after all of the evidence for and against said complaint has been heard by said Charge.

If a respondent is found "Guilty" as provided herein, he may be expelled in accordance with the provisions of Article XVII Section 1, of these By-Laws. (See Constitution, Article VIII, Section 7.) A complete record of every such hearing shall be made and kept in the records of said Charge, and a full copy thereof, duly attested by the President and Corresponding Secretary of said Charge, shall be sent forthwith after such hearing to the President of the Grand Lodge.

If the President of the Grand Lodge determines that the procedure and record are in accordance with the provisions of the By-Laws, he shall forthwith transmit the record to the Executive Director with instructions to strike the respondent's name from the rolls; otherwise, he shall take such steps as shall be necessary in his opinion to protect the rights of all parties in interest.

# **Theta Delta Chi International Fraternity**

## **Article XVII. Expulsion of Members (Alumnus)**

### **Offenses and Expulsion of Alumnus Member**

Section 6. Any alumnus member of Theta Delta Chi Fraternity may be expelled, who, after hearing upon complaint, by a three-fourths vote of the delegates present and voting at any Convention, has been found guilty of any of the acts or offenses enumerated in Article XVII, Section 1, of these By-Laws. (See Constitution, Article X, Section 5.)

### **Complaint for Expulsion of Alumnus Member**

Section 7. Any five alumnus members may make, in writing, a complaint against another alumnus member of Theta Delta Chi Fraternity, who shall be designated in said complaint as the respondent, demanding in said complaint the expulsion of said respondent from membership in Theta Delta Chi Fraternity upon one or more of the grounds set forth in Article XVII, Section 1, of these By-Laws. The grounds of complaint against said respondent shall be specifically set forth, and no evidence shall be admissible at any hearing upon said complaint, unless it properly relates to such grounds. Said complaint shall be addressed to the Grand Lodge or to a Convention of Theta Delta Chi Fraternity, and two copies thereof shall be filed with a member of the Grand Lodge. Said complaint shall be heard by the Convention which convenes next after forty days from the filing thereof. The member of a Grand Lodge, with whom a complaint is so filed, shall forthwith notify the other members of the Grand Lodge of the filing of such complaint and present the same to the next Convention of Theta Delta Chi Fraternity. If said next Convention convenes within forty days from the date of the filing of said complaint, then the said Convention shall provide, in such manner as it deems best, for the custody of said complaint and any papers relating thereto until the proper time for hearing upon said complaint.

### **Date for Hearing and Notice**

Section 8. The Grand Lodge, after the filing of a properly prepared complaint made under Article XVII, Section 7, of these By-Laws, demanding the expulsion of an alumnus member, shall fix a time and place for hearing upon said complaint at the Convention of Theta Delta Chi Fraternity which convenes next after forty days from the filing of said complaint, and the President of the Grand Lodge shall serve, or cause to be served, upon the respondent, not less than thirty days before the date fixed for hearing, a copy of said complaint, together with a notice of the time and place fixed for hearing upon the same.

### **Hearing by Convention and Finding by Ballot**

Section 9. Any Convention, to which a proper complaint demanding the expulsion of an alumnus member has been presented, provided that, in the judgment of said Convention, due service has been made upon the respondent and due notice to all persons entitled has been given, shall hear such complaint upon its merits, and its finding of "Guilty" or "Not Guilty" shall be ascertained by ballot after all of the evidence for and against said complaint has been heard by said Convention. If a respondent is found "Guilty" as provided herein, he may be expelled in accordance with Article XVII Section 6, of these By-Laws. (See Constitution, Article X, Section 5.)

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## Article XVII. Membership Review

### Membership Review

Section 10. (a) The Grand Lodge may elect to review the membership of a specific Charge, as defined by the Constitution, Article VII, Section 7. (b), if the Grand Lodge has evidence that a majority of the Charge membership has committed offenses that are worthy of the members' expulsions from Theta Delta Chi, or if the Grand Lodge would otherwise be required to hold a hearing to consider the revocation or suspension of the charter.

(b) Charges also have the ability to elect for a membership review to be called upon themselves in the circumstance that they wish to remove a problematic part of the membership. Charges can use this membership review to evaluate and remove multiple brothers whose actions threaten the existence of the Charge. A petition from the Charge with the names and signatures from at least one-fourth of the undergraduate membership is required to call this membership review into action.

(c) Upon the request of a membership review from a Charge or the Grand Lodge's decision to conduct a membership review, the President of the Grand Lodge shall provide written notice of this action to the Charge within ten (10) business days of the formation of the review committee set forth in Section 10. (d). This notice shall include a rationale for this action and identify the members of the review committee to the Charge.

(d) The review committee shall be composed of at least three members and must represent at least one undergraduate member, one alumni member, and one CFO staff member. These members will be appointed by the Executive Director, who will also act as chair of these deliberations. The committee can only change the membership status of members who participate in interviews with the committee. The committee has the right to discipline any member refusing to interview; disciplinary measures may include expulsion from the fraternity.

(e) The members of the review committee shall have the full authority to direct the affairs of the Charge during the review and access or seize any Charge records or regalia that may aid their review, or otherwise be neglected by the Charge.

(f) The committee members must complete their review of the Charge within fifteen (15) business days of the Charge's receipt of the written notice set forth in Section 10. (c) hereof. Upon completion of the review, the committee shall provide the Charge President and the President of the Grand Lodge with a report detailing the membership status of every member of the Charge. The changes in membership shall be effective upon the completion of the review and shall stand unless the report is not ratified by the Grand Lodge, or if any expelled member is reinstated in accordance with By-Laws Article XVIII. (Section 10 Added October 15, 2014)

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## Appendix B: Theta Delta Chi Expulsion Form

### Theta Delta Chi Expulsion Form

Hall of the \_\_\_\_\_ Charge

We certify that the following man was expelled from Theta Delta Chi in accordance to the International Fraternity Constitution and By-Laws.

Last Name:	<input type="text"/>	Suffix, If Any:	<input type="text"/>
First Name:	<input type="text"/>		
Middle Name:	<input type="text"/>		
Date of Expulsion:	Month <input type="text"/> Day <input type="text"/> Year <input type="text"/>	Charge Vote:	For <input type="text"/> Against <input type="text"/>
Reason for Expulsion:			
<div style="border: 1px solid black; height: 150px;"></div>			
<b>CHARGE SEAL</b>			

**For CFO Use:**

Date Received: \_\_\_\_\_

Date Entered: \_\_\_\_\_

Entered by: \_\_\_\_\_

\_\_\_\_\_

P.I.D.

\_\_\_\_\_

\_\_\_\_\_  
Signature of the Charge President

\_\_\_\_\_  
Signature of the Charge Corresponding Secretary

The Grand Lodge of Theta Delta Chi, 214 Lewis Wharf, Boston, MA 02110  
(617) 742-8886 x.0 (617) 742-8868 facsimile cfo@tdx.org

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## Appendix C: Voluntary Expulsion Form



## Theta Delta Chi International Fraternity

### Voluntary Expulsion Form

I, \_\_\_\_\_, understand that in order to resign from membership in Theta Delta Chi Fraternity as an active undergraduate member I must be expelled.

I hereby:

- a. Acknowledge that I am eligible for expulsion upon one or more of the grounds set forth in Article XVII, Section 1, of the By-Laws;
- b. Waive my right that a formal, properly prepared complaint be brought against me;
- c. Waive that due service has been made upon me;
- d. Waive my right to twenty-day notice of a time and place fixed for hearing;
- e. Waive my right to a hearing; and
- f. Waive that the active Charge hear a complaint upon its merits and that a finding be ascertained by ballot.

Therefore, I hereby resign my membership in Theta Delta Chi including all of the rights and privileges associated with membership either as an undergraduate or as an alumnus. I acknowledge that I am doing so freely and without duress. This agreement is to take effect immediately and cannot be rescinded without agreement by the signatories listed below.

\_\_\_\_\_  
MEMBER SEEKING EXPULSION

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRESIDENT OF THE CHARGE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CORRESPONDING SECRETARY OF THE CHARGE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRESIDENT OF THE GRAND LODGE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
EXECUTIVE DIRECTOR

\_\_\_\_\_  
DATE

Theta Delta Chi International Fraternity  
214 Lewis Wharf  
Boston, Massachusetts 02110-3927  
[www.tdx.org](http://www.tdx.org)

# Theta Delta Chi International Fraternity

## Appendix D: Article XVIII. Re-instatement of Expelled Members

### **RE-INSTATEMENT OF EXPELLED MEMBERS Petition of Alumnus Expelled by Charge While Undergraduate to Convention for Re-instatement**

Section 1. An expelled member of Theta Delta Chi Fraternity, who was expelled by his Charge during his active membership and whose delegation has been graduated, may petition to any Convention for re-instatement to membership in Theta Delta Chi Fraternity. Before such petition for re-instatement is heard on its merits by a Convention, it must be signed or approved in writing by all living alumnus members of the Fraternity who were active members of the petitioner's Charge when he was expelled; excepting that, if it is satisfactorily proved to the Convention which is to hear said petition that the signature or written approval of any one or more of such alumnus members cannot be obtained because his address is unknown or because of any other reason or reasons which may seem sufficient to said Convention, then the signature or approval of such alumnus member or members to said petition shall not be required; and excepting also that said Convention shall hear said petition on its merits and may re-instate said petitioner to membership in Theta Delta Chi Fraternity if not more than one of such alumnus members shall object, as provided for in Article XVIII, Section 2, of these By-Laws, to the re-instatement of said petitioner or shall refuse to sign or approve said petition; provided however, that before said petition shall be heard on its merits by a Convention, the re-instatement of said petitioner must be recommended and approved by a three-fourths vote of the then active members of the Charge of which said petitioner was formerly a member, if such Charge is then an active Charge in this Fraternity.

#### **Objections by Former Members of Petitioner's Charge**

Section 2. Any alumnus member of the Charge of a petitioner for re-instatement to membership, who was an active member at the time of such petitioner's expulsion, may object to such petitioner's reinstatement by a written objection addressed to the Grand Lodge and delivered to any member thereof at any time before a Convention hears such petition, or any such member may make objection orally to the Convention at the time of hearing on such petition. It shall be the duty of a member of the Grand Lodge to present to the next Convention all such objections to re-instatement of the petitioner as may have been filed with him. If said next Convention convenes within forty days from the date of the filing of the petition, then said Convention shall provide, in such manner as it deems best, for the custody of such written objections until the proper time for hearing upon the petition to which such written objections pertain.

#### **Petition for Re-instatement of Member Expelled by Convention**

Section 3. An expelled member of Theta Delta Chi Fraternity, who was expelled by a Convention, may petition to any subsequent Convention for re-instatement to membership in Theta Delta Chi Fraternity. Before such petition for re-instatement is heard on its merits by a Convention, it must be approved in writing by every member of the Grand Lodge holding office at the time such petition is filed.

#### **Date for Hearing and Notice**

Section 4. Petitions under Article XVIII, Sections 1 and 3, of these By-Laws, shall be addressed to the Convention of Theta Delta Chi Fraternity and two copies thereof shall be filed with a member of the Grand Lodge. The Grand Lodge shall fix a time and place for hearing such petitions at the Convention which convenes next after forty days from the time when such petition is filed. Notice of the time and place fixed for hearing of a petition made under Article XVIII, Section 1, of these By-Laws, shall be given by the Grand Lodge at least twenty days before the convening of such Convention,



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to every alumnus member of the Charge of the petitioner who was an active member at the time of the petitioner's expulsion, and to the Charge (if then active) of the petitioner. By mutual consent of the petitioner and the entire Grand Lodge, a petition for re-instatement filed less than forty days prior to the convening of a Convention may be presented to and heard by such Convention, provided that twenty days' notice of such hearing shall have been given to all persons entitled to notice.

## **Re-instatement by Convention**

Section 5. Any Convention to which a properly prepared petition for reinstatement of an expelled member is presented, provided that, in the judgment of such Convention, due notice to all persons entitled has been given, shall hear such petition upon its merits and may re-instate the petitioner to membership in Theta Delta Chi Fraternity by an affirmative vote of not less than three-fourths of the delegates qualified to vote at said Convention.

## **Reference by Convention to Trial Committee**

Section 6. (a) A Convention, by three-fourths vote of its voting delegates, may refer any petition for re-instatement to membership to a trial committee composed of five members of the Fraternity, none of whom shall be members of the Charge to which the petitioner formerly belonged. Such trial committee shall be elected by said Convention and shall hear the evidence offered for and against said petition and shall report in writing its findings thereon to the Convention which referred the matter to it, or to the next Convention which shall convene after the hearings and findings of said trial committee have been completed. At least one member of any trial committee elected under the provisions of this section shall be an attorney at law.

(b) If, by unanimous vote, said trial committee, upon the evidence heard, shall find for the petitioner and shall recommend his re-instatement to membership, the Convention to which said trial committee so reports may adopt the findings of said trial committee and re-instate the petitioner to membership in this Fraternity by an affirmative vote of not less than three-fourths of the delegates qualified to vote at said Convention.

(c) If said trial committee, upon the evidence heard, shall not find by unanimous vote for the petitioner and shall not recommend his re-instatement to membership, then the Convention to which such trial committee so reports shall require all of the evidence presented to said trial committee to be submitted to it and shall hear any further evidence that may be presented for or against said petition and shall hear the petitioner's evidence orally if he so requests. After such hearing upon the merits, said Convention may re-instate the petitioner to membership in this Fraternity by an affirmative vote of not less than three-fourths of the delegates qualified to vote at said Convention.

## **Petition of Undergraduate to Charge for Re-Instatement**

Section 7. An expelled member of Theta Delta Chi Fraternity, who was expelled by his Charge during his active membership and who is still an undergraduate in the college or university where said Charge is located, may petition to said Charge for reinstatement to membership in said Charge and Theta Delta Chi Fraternity. Such petition for re-instatement must be signed or approved in writing by all living alumnus members of the Fraternity, excepting as hereinafter set forth, who were active members of the petitioner's Charge when he was expelled, excepting that, if it is satisfactorily proved to said Charge which hears said petition that the signature or written approval of any one or more of such alumnus members cannot be obtained because his address is unknown or because of any other reason or reasons which may seem sufficient to said Charge, then the signature or approval of such alumnus member or members to said petition shall not be required; and excepting further that said Charge shall hear said petition on its merits and may re-instate said petitioner to membership in said Charge and Theta Delta Chi Fraternity in accordance with the provisions of Article XVIII, Section 9, of these By-Laws, if not more than one of said members of said petitioner's Charge shall object to the re-instatement of said petitioner or shall refuse to sign or approve said petition; provided, however,

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that before such petition shall be heard on its merits by a Charge, the re-instatement of said petitioner must be approved in writing by the President of the Grand Lodge.

## **Date for Hearing and Notice**

Section 8. A petition made under Article XVIII, Section 7, of these By-Laws shall be addressed to the Charge to which the petitioner formerly belonged, and shall be filed with an officer thereof, who shall present such petition to said Charge at its next regular meeting. Said Charge, upon receiving a properly prepared petition, shall fix a time and place for hearing upon the same and shall give at least twenty days' notice thereof to each active member of its own Charge, and to each alumnus member of its Charge who was an active member at the time of the petitioner's expulsion. Any or all of the active or alumnus members of such Charge may waive such notice in writing.

## **Re-instatement by Charge**

Section 9. Any active Charge to which a properly prepared petition for re-instatement of an expelled member is presented, provided that, in the judgment of said Charge, due notice to all persons-entitled has been given, shall hear such petition upon its merits and may re-instate the petitioner to membership in the Charge and Theta Delta Chi Fraternity by the unanimous vote of said Charge. A complete record of every such hearing shall be made and kept in the records of said Charge and a copy thereof, duly attested by the President and Corresponding Secretary of said Charge, shall be sent forthwith after such hearing to the President of the Grand Lodge. If the President of the Grand Lodge determines that the procedure and record are in accordance with the provisions of the By-Laws, he shall forthwith transmit the record to the Executive Secretary with instructions to reinstate the petitioner's name on the rolls; otherwise, he shall refer such petition for re-instatement to the next Convention for final determination.

## **Notice to Petitioner**

Section 10. A petitioner for re-instatement to membership under any of the sections of this article shall be entitled to twenty days' notice of the time and place fixed for any and all hearings upon his petition, but he shall not be entitled to any notice of adjourned hearings, excepting such notice as shall be announced or given at such hearings at the time of adjournment. Notice required to be given under this section may be waived in writing by the petitioner.

## **Oral Evidence on Behalf of Petitioner**

Section 11. The oral evidence offered on behalf of any petitioner for reinstatement to membership shall be heard by the Charge or Convention which hears his petition, at such time and place as said Charge or Convention respectively may appoint, but such oral evidence shall not be heard in the Lodge Room of a Charge.

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## Appendix E: Letter of Complaint (Sample)

### *Letter of Complaint*

[Month Day, Year]

Dear Brothers of the \_\_\_\_\_ Charge of Theta Delta Chi Fraternity

Pursuant to Article XVII of the By-Laws of Theta Delta Chi, the Executive Committee of \_\_\_\_\_ Charge of Theta Delta Chi seeks the expulsion of member \_\_\_\_\_ for:

Wrongfully appropriating the use of funds, property or effects belonging to any Charge or the general Fraternity or Alumni Association or group (Article XVII, Section 1 (d))

After a review of the Charge Checking account and the register of deposits, three Checks from Brothers \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ that were said to be deposited into the Charge checking accounts have not been.

The three checks in question have been cashed and have been endorsed by member \_\_\_\_\_, the past treasurer of the Charge, however they were not deposited into the Charge account. The Charge register of accounts show that these checks were deposited into the account. Upon further examination, it would appear that the Checks were deposited into another account.

Therefore, the Executive Committee is requesting a hearing date, not less than 30 days and not more than 60 days, from the filing of this complaint with the Charge, in accordance with Article XVII, Section 3.

In the Bonds,

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## Appendix F: Notice of Hearing (Sample)

### *Notice of Hearing*

[Month Day, Year]

Pursuant to Article XVII, Section 3 of the By-Laws of Theta Delta Chi Fraternity, a hearing has been scheduled to determine the expulsion of Bro. \_\_\_\_\_ from the rolls of \_\_\_\_\_ Theta Delta Chi International Fraternity, Inc.

**Date: [Month Day, Year]**

**Time: 5:30pm ET**

**Place: Charge house living room**

The purpose of this hearing is to review the complaint filed against Bro. \_\_\_\_\_ at the [Month Day, Year] \_\_\_\_\_ Charge meeting, and to provide an opportunity to allow Bro. \_\_\_\_\_ to respond to those charges.

Pursuant to Article XVII, Section 3 of the By-Laws of Theta Delta Chi Fraternity, the Complaint is attached to this Notice of Hearing.

At the conclusion of the hearing, the Charge membership will vote either "Guilty" or "Not Guilty." A vote of no less than three-fourths (3/4) of the active members of the Charge will be required for expulsion of Bro. \_\_\_\_\_ from membership in Theta Delta Chi Fraternity.

Bro. \_\_\_\_\_ may waive this notice in writing.

cc. Bro. \_\_\_\_\_  
All active members of the \_\_\_\_\_ Charge  
President, Grand Lodge of Theta Delta Chi