



## **Student Organization Sponsored Alcohol Events Policy**

Rider University provides student groups with the opportunity to host events in which alcohol is served. The intent of this policy is to assist students in creating an effective, safe and secure event. The following guidelines have been defined in order to sponsor an event in which alcohol is being served -

1. Only student groups, recognized by either the Lawrenceville campus or the Princeton campus Student Government Associations may sponsor events in which alcohol is served.
2. Student groups must fully complete the “Alcohol Event Programming Checklist” before final event approval is granted. This form must be completed at least two (2) weeks prior to the date of the event. Failure to complete the said form at least two (2) weeks prior to the event will result in the cancellation of the event.
3. The Dean of Students or his/her designee will determine the location of student events including alcohol.
4. Sponsored events must take place on Friday and/or Saturday. The normal hours of operation for the Rider Pub are 9pm to 2am. All events must conclude by 2am. “Last Call” for alcohol will occur 30 minutes before the end of the event.
5. The Rider Pub, as the licensee, shall be charged with the operation of any student organization sponsored alcohol event – including the serving of alcohol. Rider Public Safety shall be charged with security oversight of any student sponsored alcohol event. If sworn law enforcement officers are present at the event, then they would assume responsibility. The Office of Campus Life and/or the Department of Public Safety has the right to deny any student group the ability to sponsor an alcohol event.
6. The Director of Public Safety will determine the number of Public Safety Officers that are needed for the safe implementation of the event. Public Safety Officers will monitor the entrance to the event; as well as check all ID’s.
7. The Director of Campus Activities or the Coordinator of Student Programs, in conjunction with the Department of Public Safety, will determine the number of Rider administrative staff and/or graduate assistant staff, bartenders and student social monitors which are needed for the safe implementation of the event.
8. The sponsoring organization’s advisor or his/her designee must be present for the duration of the event. If the advisor assigns a designee – that person must be a full time Rider University employee or a Rider University graduate assistant.
9. All student social monitors will be hired by the Rider Pub and undergo the Training for Intervention ProcedureS (TIPS). Student social monitors will be responsible for the general oversight of alcohol

events – reporting any Code of Social Conduct violations, including underage drinking, to Public Safety Officers and/or Rider Pub staff.

10. No admission fee may be charged for any alcohol sponsored event.

11. Groups who are sponsoring alcohol events are responsible for any damage that occurs to the facility used and for any additional custodial services needed to return the facilities to proper condition as determined by the Office of Campus Activities and/or the Office of Facilities Management..

12. Student sponsored events with alcohol will not be opened to the general Rider student population. Only students listed on the sponsoring group's guest list will be admitted to the event. Each Rider student on the guest list is permitted to host one non- Rider University guest. **Rider students must escort their guests into the event and are responsible for their guests conduct throughout the event's duration – this shall include any violation of Rider University's Code of Conduct; not limited to alcohol policy.** The Director of Campus Activities or his/her designee in conjunction with the Director of Public Safety or his/her designee will make any exceptions to the one guest rule in writing.

13. The sponsoring organization must submit to the Director of Campus Activities or Coordinator of Student Programs and the Director of Public Safety or his/her designee a list of invited guests at least five business (5) days prior to the event. No guest, Rider or non Rider student, will be admitted into the event if not on the approved list. Rider University students must present their valid Bronc ID card to be admitted. All non Riders guests must *provide evidence that they are* 18 years of age or present a valid college photo ID.

14. Wristbands will be placed on any Rider student or guest attending the event who is 21 years old or older. Only students wearing a wristband will be permitted to purchase and consume alcohol. Consumption of alcohol by any person less than 21 years of age is strictly prohibited and may subject them to consequences by university, municipal, and state authority.

15. No pitchers will be served during student sponsored alcohol nights. In addition students over 21 years old will only be permitted to purchase one (1) alcohol beverage at a time.

16. There shall be no advertising of the student sponsored alcohol events on either the Lawrenceville or Princeton campus, nor can there be any advertising of these events off campus.

17. Food and free non alcoholic drinks must be served during all student events in which alcohol is served.

18. No drinking games or activities that promote the abusive consumption of alcohol will be permitted at student event involving alcohol.

19. Any person making alcohol accessible to underage persons at student events involving alcohol will be referred to the Office of Community Standards for judicial sanctions and may subject them to consequences by university, municipal, and state authority.

20. All groups who sponsor events involving alcohol should encourage all guests to read the Rider University Alcohol Policy.



Food service has been arranged \_\_\_\_\_ (*Campus Life Graduate Assistant for Activities Signature & Date*)  
Description of food for event \_\_\_\_\_

Name of the University Administrator assigned to the event \_\_\_\_\_

\_\_\_\_\_ (*Administrator's Signature & Date*)

Meeting with the Director of Public Safety or his/her designee

\_\_\_\_\_ Public Safety Officers have been assigned

\_\_\_\_\_ (*Public Safety Signature & Date*)

Final approval by Coordinator of Student Programs

*Jonathon Sorge, jsorge@rider.edu, ext. 7128*

\_\_\_\_\_ (*Coordinator of Student Programs Signature & Date*)

*\* Guest List is due by 5pm the Friday before the event, failure to do so will result in a cancelation of your reservation\**

Notes \_\_\_\_\_

**A COPY OF THIS COMPLETED FORM MUST BE FILED WITH THE OFFICE OF  
CAMPUS LIFE, THE DEPARTMENT OF PUBLIC SAFETY, and  
THE UNIVERSITY SCHEDUER**

.....  
**People to Know**

**Christa Martin, University Scheduler** .....x5326  
Student Center Room 136  
**Frank Scharibone, Coordinator of Public Safety** .....x5724  
General Services Building  
**Vickie Weaver, Director of Public Safety**.....x5029  
General Services Building  
**Andrew LoBrac, Campus Life Graduate Assistant for Activities** .....x7262  
Student Affairs Suite  
**Jonathon Sorge, Student Programs Coordinator**.....x7128  
Student Center Room 120  
**Aramark Dining Services (Catering)** .....x5274  
Bart Luedeke Center