

General Statement on Campus Posting Policy

This policy outlines the guidelines governing the posting policy at Rider University. If your organization, group, or department, has a method of campus posting not covered in this policy, you MUST consult with the Director of Campus Activities and the Director of Auxiliary Operations to determine if the method is allowed at Rider University under institution policy and to gain all of the proper authorization to use your method of campus posting.

Rider University Posting Policy

General Points

- The Office of Campus Life must authorize the publicizing of various events by the use of posters, signs, etc.
- Advertisements referring to or promoting the use of alcoholic beverages are prohibited.

Posting Guidelines

- Individuals and clubs or organizations wishing to post information on-campus must get approval from the Office of Campus Life. Posting will only be approved for a two (2) week period.
- To post in residence halls, you must have approval from the Residence Life Office or the Office of Campus Life.
- **MATERIAL CANNOT BE AFFIXED TO WALLS, DOORS, OR GLASS SURFACES, OR IN BATHROOMS OR ELEVATORS.**
- Posters and advertisements cannot be in violation of the Community Values Statement.
- If the primary purpose of a poster is to advertise an alcohol related event or makes explicit reference to the sales or consumption of alcohol, the advertisement will not be approved.
- Failure to adhere to these guidelines will result in removal of the unapproved postings by Auxiliary Services and the Office of Campus Life and possible loss of “good standing” status.
- Posting in all campus buildings should be on designated bulletin boards ONLY.
- If the program is funded with Student Activity Fee money, it must state, “sponsored by SAF.”