Lowman Student Center Posting Policy

A. Registered student organizations and University departments may post printed materials on Lowman Student Center bulletin boards once the material receives the stamped approval of an authorized representative of the Department of Student Activities. Bulletin boards in the LSC are located next to the Kat Klub, on the first floor, and on the landings of the center stairs between the first and third floors.

B. Posted materials must conform to the following general rules:

1. May not exceed an overall size of 14” x 22”.

2. May be posted for a period not to exceed two (2) weeks or until the conclusion of the event, whichever occurs first. Each student or campus organization is responsible for removing its materials as soon as the event is over. Failure to properly remove outdated materials may result in denial of future posting privileges.

3. Must not cover prior posted materials or extend beyond the edges of the bulletin board.

4. Defaced material is subject to removal.

5. Must identify campus affiliate, sponsoring registered student organization, and the name, date and time of event.

6. Materials posted in violation of printed policies are subject to removal and sanctions by the University.

7. Posted materials for co-sponsored activities will not emphasize the off-campus sponsor. The emphasis should be on the sponsoring registered student organization.

8. Posted materials advertising alcohol-related functions must conform to University regulations pertaining to advertising alcohol-related functions on campus advertisements.

9. Posted materials will not contain obscene words or promote unlawful activity.

10. Special printed materials such as banners, spirit posters, special activity posters, etc. may be posted in designated places.

11. Off-campus flyers or posters, including commercial advertising, may be posted on general bulletin boards as designated. All general boards will be cleared at the beginning of each month.