



Regulations for Posting Flyers and Posters on Charity School of Nursing Campus

All flyers and posters with general information for students and staff:

- Must be posted on Lucite boards located near the elevators on the 1st, 3rd, 4th, 5th, 6th and 7th floors and also on the Wall by the vending machines **ONLY!** SGA postings are priority in cases of limited space availability.
- Must be approved, dated and stamped by the CSN SGA Advisor or the CSN Executive Dean.
- Must be hung with masking tape only.
- May remain posted until the day following the event/activity announced and no longer than 30 days after date posted unless marked otherwise by CSN SGA advisor or CSN Executive Dean.
- Maximum size of posters is 8"x11".
- *ALL flyers and posters must NOT:*
 - Be posted more than 30 days
 - Contain vulgar, offensive or distasteful verbiage or images
 - Be posted on glass, paint or wallpapered surfaces
 - Be posted on course bulletin boards without departmental consent
 - Be posted on trees, posts or railings
 - Be placed on vehicle windshields

Cork bulletin boards outside each classroom are for course information and are maintained by Level Coordinators.

Policy Reference: [SA-001, Procedures for Posting Flyers and Posters on Student Life Bulletin Boards.](#)

Updated 2/20/18