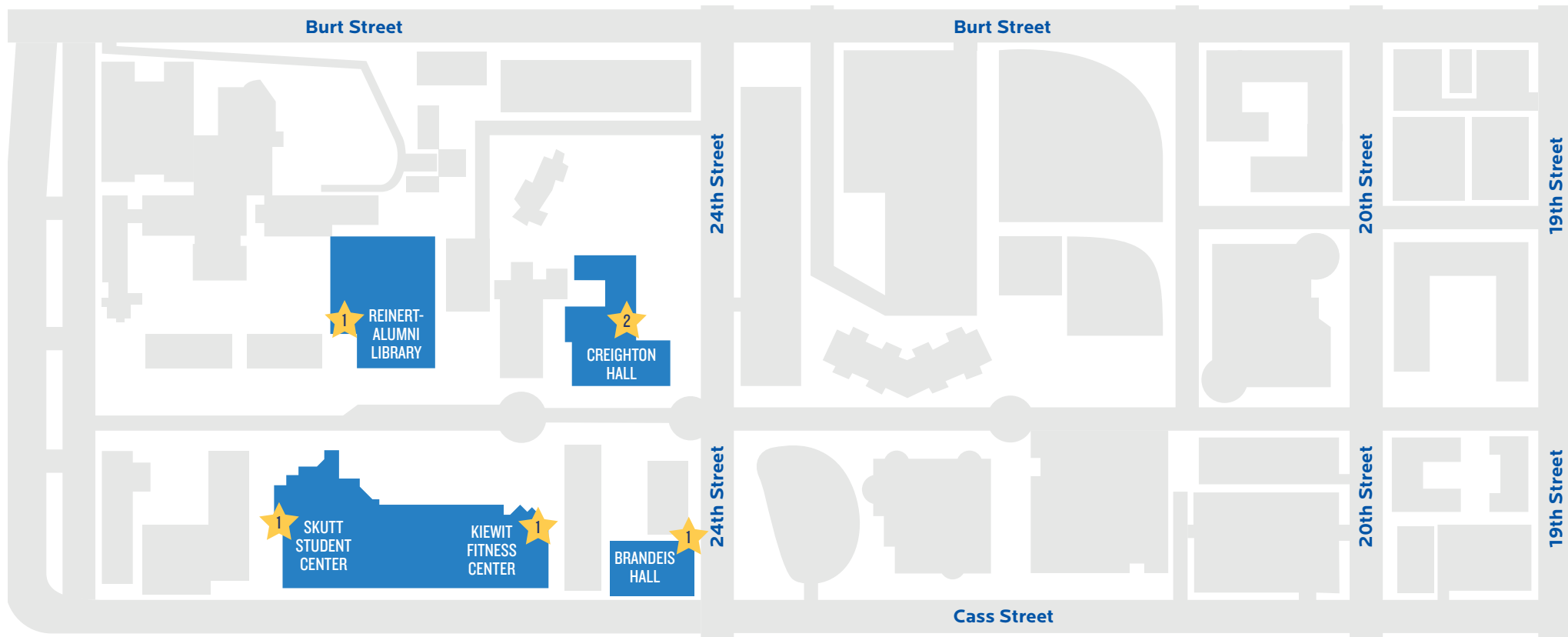


CREIGHTON UNIVERSITY STUDENT LIFE POSTING MAP

Post only on boards indicated "Campus Posting Board" and marked by the Student Leadership and Involvement Center



CREIGHTON HALL

First floor, before elevators next to Room 123

KIEWIT FITNESS CENTER

KFC Spine across from courts

BRANDEIS HALL

Near dining hall entrance

SKUTT STUDENT CENTER

Second level, next to west entrance from patio

REINERT-ALUMNI MEMORIAL LIBRARY

Commons area across from the main entrance,
next to restrooms

ALL RESIDENCE HALLS

Contact dslcommunications@creighton.edu for
information about posting in residence halls.



student
**LEADERSHIP &
INVOLVEMENT**
center

ON-CAMPUS POSTING POLICY AND PROCEDURES

1. Materials may be displayed only on boards marked “Campus Posting.”
2. Materials may not be attached to building walls, trees, hallways, doors, stairwells or any painted surface.
3. Posters and flyers may not exceed 18” x 24”.
4. Only one copy of a poster or flyer may be displayed per bulletin board.
5. Only staples and pushpins may be used to hang flyers on the boards, no tape or adhesives.
6. Sponsors are responsible for posting their materials and must supply their own staples or pushpins.

COMPLIANCE STANDARDS

1. The content of all materials displayed on Creighton’s campus must be in alignment with the university’s mission and conform to the Creighton University Code of Conduct and University policies.
2. Demeaning, sexual, racial or other discriminatory references are prohibited in materials.
3. Materials may be on display for two weeks unless approved and stamped for a longer period of time.
All postings must be removed within 24 hours of the event’s conclusion.
4. All academic-related and University department postings should adhere to the Creighton Brand Standards.
5. All postings with any reference, or implied reference, to alcohol must conform to the University Alcohol Policy and the “Guidelines for Promotion of Events where Alcohol will be Served.”

CONTENT GUIDELINES

The following should appear on all postings:

1. The name of the sponsoring organization, school, college, division, vendor or individual.
2. Contact information (phone, email, website).
3. The name, date, time and location for the event, if applicable.
4. The cost associated with the event being advertised, if applicable.
5. For fundraising activities/events, the name of the individual or organization benefiting must be present.