

**Goldfarb School of Nursing (GSON) at Barnes-Jewish College
Student Experience and Development Policies/Procedures**

TITLE: Non-Solicitation and Distribution Policy – GSON Students

SUBMITTED/REVIEWED BY: Edward Gricius, MS
Associate Dean of Student Experience and Development

LAST REVIEWED/REVISION DATE: February 22, 2023

Policy Statement

The purpose of this policy is to preserve and protect the comfort and convenience of our students, employees, guests, and others and enable our students to give their undivided attention to education, studying and learning.

Definitions

For purposes of this policy, “solicitation” is defined as any act of urging or persuading individuals (including students, employees, guests or visitors) by any means to contribute to, or accept a product or service being offered by or on behalf of an organization, fund, activity, or cause. “Distribution” includes distribution by means of printed or other materials or tangible things in addition to the College’s electronic mail systems and/or internet/intranet.

Procedure

- A. Students may not solicit or distribute printed and other materials to other students, employees, guests, or visitors unless prior authorization is obtained from the Director of Student Support and Engagement or Associate Dean of Student Experience and Development or their designate.
- B. Student organizations and clubs are permitted to post authorized printed materials in the designated places in the student lounges and college common spaces and dining areas. [See “*Posting Material on Campus*” policy in the Student Handbook for further details.]
- C. Student organizations and clubs must contact the Student Engagement Advisor to request advance authorization for a solicitation or fundraising event and must submit and receive authorization via the “Student Community Activity Request” form.
- D. Student organizations and clubs are prohibited from soliciting outside vendors, businesses, and agencies on behalf of the college or their organization/club without written authorization from the Director of Student Support and Engagement or the Associate Dean of Student Experience and Development or their designate.
- E. Non-employees or outside organizations are not permitted to come onto campus to solicit students and are prohibited from distributing literature or posting notices on behalf of any organization, fund, activity, or cause at any time unless given prior authorization by the Associate Dean of Student Experience and Development or their designate. Any such incident should be reported to campus security and/or college administration.

Violations

Any students violating this policy will be subject to disciplinary action, up to and including dismissal.



Student Community Activity Request Form

Name of Activity or Event: _____

Date of Activity: _____

Location of Activity: _____

Sponsored by: _____

Beneficiary of Activity: _____

Description of Activity: _____

How will activity be promoted? _____

Additional Information: _____

Activity Chairperson: _____

Phone number: _____

Email address: _____

Office Use Only Below

Request reviewed by: _____ **Date:** _____

Approved _____ **Denied** _____

Notes to Activity Chairperson: _____

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