

# EMU STUDENT CENTER

## CHALKING POLICY



The EMU Student Center recognizes the need for university departments and student organizations to share and circulate campus information. The following procedures are provided to assist groups who wish to advertise and market programs in the EMU Student Center.

*Please review these procedures carefully and share them with fellow employees in your department. All advertising material is subject to approval by the Student Center Administration. Should you have any questions or concerns, please contact us at [student\\_center@emich.edu](mailto:student_center@emich.edu) or in Room 370, Student Center Administration. Thank you for your support and cooperation.*

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1. **Prior to the application of chalk, student organizations must contact the Custodial Department at 487-3684.**
  2. **Events must take place at the Student Center or on campus.**
  3. **The following information is required.**
    - Name of organization
    - Contact person's name and phone number
    - Date of chalk
  4. **Chalk Regulations**
    - Chalk must be washable
    - Apply to chalk to approved areas only
    - Obscene or derogatory wording or images are not allowed
    - Do not apply chalk within ten feet of any building entrance
    - Remove chalk one week after event or apply for extension
    - Student organization is responsible for removal of chalk