



heads of the event being posted. The posted notices must be posted in a timely manner.

- Unauthorized removal, alteration or destruction of postings is prohibited.
- A Building Manager may remove a posting in the following circumstances or under the following conditions:

Posted materials on off-campus property that do not meet these requirements:

Where can I post?

Approved posting areas such as bulletin boards, electronic posting boards, or other designated areas are the only areas where it is appropriate to post materials.

What can I post with?

Painters tapes is the only adhesive that is approved for use. Or sticky tack type materials are prohibited. When posting on a flat surface wall, staples, etc. may be used (such as a bulletin board), these are approved for use.

How will violations be handled?

Violation(s) of this policy could result in disciplinary action. Violations could lead to referral to the Office of Student Conduct and Ethical Development for disciplinary action if such measures are warranted. Materials posted in violation of this policy will be removed.

Will I be penalized if I violate this policy?

Yes, individuals and departments can be penalized for violating the University's posting policy. Examples of violations include posting in non-designated areas or use of unapproved adhesive agents.

Chalking/Window Paint/Yard Signs

Chalking, window paint, and yard signs are prohibited without the permission of the University. Requests for chalking, window paint, or yard signs should be made to UAA Facilities & Restoration Services (ART/AM/AS/SA) at least two weeks in advance. Chalking is strictly prohibited inside buildings. No chalking is allowed on any building or structure on campus.

Digital Signage

Organizations and departments can have their events advertised on the flat screen digital signage on campus. To learn more on how to request posting on a flat screen visit: <https://www.uaa.alaska.edu/about/initiative/digital-signage/>

Sandwich Boards/A-Frame Poster Boards

These boards may only be used in or around University buildings with the permission of the Building Manager. The use of these boards is restricted to areas that do not restrict access to the building or present a hazard for anyone trying to get into the building.