



UNIVERSITY OF  
BRIDGEPORT

## POLICY AND PROCEDURE

Title:	Posting of Signs, Posters, or Flyers on Campus
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### POLICY STATEMENT:

The University supports the freedom of speech, religion and assembly as integral aspects of the experience of higher education in the United States. These traditions are not absolute rights. The University is particularly concerned about the health, welfare and safety of the community and its members, especially those who have not yet reached the age of majority or those from different cultures who may not be familiar with the risks of various behaviors which might have been normal for their home communities but may carry unforeseen risks in the United States.

### PROCEDURE DETAILS:

Posting, distributing, or placing any material containing communicative content in any University building or anywhere on the campus, other than by a resident in their residence room, must be approved in advance by the designated Building Manager or the Office of Housing and Residential Life postings within the residence halls. All signs, posters, flyers and other forms of advertisement of a social event by a sponsoring student organization, or individual student, must be cleared by the Center for Student Involvement to insure that they meet University guidelines:

1. All signs, posters, flyers, etc., in buildings and on bulletin boards must bear the name of the organization or person posting the sign.
2. All signs, posters, flyers, etc., placed or hung outside buildings may only be placed on approved bulletin boards.
3. No signs, posters, flyers, etc., may be placed or hung on windows, doors, or glass panes.
4. All signs, posters, flyers, etc., must be placed and/or hung on approved bulletin boards.
5. All signs, posters, flyers, etc., must bear the "permission to post/approved by" stamp.
6. All signs, posters, flyers, etc., must bear the date by which the sign will be removed, which is 24 hours after the event.
7. All displays and signs must be removed within 24 hours after the event, or in the case of competitive displays, after they have been judged.
8. Approval of a sign, flyers, or posters does not mean that the University endorses the event.
9. There may be no reference to alcohol or other drugs in any sign, flyer or poster.
10. All content must be in English or a translation reasonably satisfactory to the Dean of Students (or their designee).
11. All signs, flyers and posters must be approved by the Center for Student Involvement before they are posted and may only be posted on approved bulletin boards.
12. No signs, posters or flyers of any kind may be attached in any way to trees, utility poles or on windshields of motor vehicles.

### Reservation of rights

The University reserves the right to refuse permission to post, and to remove without prior notice any posted communicative content, which in the opinion of the University carries an unreasonably significant risk to the health, welfare, or safety of the University community.

**PUBLISH POLICY STATEMENT (CLICK ON BOX NEXT TO OPTION-SELECT ALL THAT APPLY):**

☐ UNIVERSITY CATALOG

☒ STUDENT HANDBOOK

☐ FACULTY HANDBOOK

☐ STAFF HANDBOOK

**DEFINITIONS:**

NA

**EXCLUSIONS:**

NA

**OFFICES DIRECTLY AFFECTED BY THE POLICY:**

Student Affairs, Office of Student Involvement

**HISTORY:**

Review April 2025

<b>EFFECTIVE DATE:</b>	Unknown
<b>RESPONSIBLE OFFICE (ONLY ONE):</b>	Student Affairs
<b>REVIEW DATE:</b>	April 2025

**APPENDIX:**

NA