

**FUND RAISING PROJECTS
OFFICE OF STUDENT INVOLVEMENT AND LEADERSHIP**

University Regulations state:

Student Organizations desiring to promote any fund raising enterprises should follow these procedures:

- a. Director of Student Involvement and Leadership at least one week prior to the proposed activity.
- b. Organizations shall have no more than two fund raising projects per semester. This will include the pledge class, or any other part of the organization. Forms for this must be obtained from the Director of Student Involvement and Leadership.
- c. No individual student is allowed to engage in any commercial enterprise for personal gain.
- d. There will be no solicitations in the residence halls or in any other University facility except by permission of the Director of Housing.
- e. Violation of any of the above will result in appropriate action to include a possible \$25.00 fine and restriction of future events.

In compliance with the above regulations, the following requested information must be provided in advance of permission to engage in a fund raising activity:

- 1. Who is sponsoring the activity? _____

- 2. What is the activity? _____

- 3. For what purpose? _____

- 4. What or how much is being charged? _____

- 5. Where will the activity take place? _____

- 6. When will the activity take place? _____

- 7. Contact person and phone number? _____

University organizations must have the faculty advisor's approval and signature before submitting request to the Director of Student Involvement and Leadership for final approval.

Faculty Advisor

Director, Student Involvement and
Leadership