

MIAMI DADE COLLEGE
STUDENT LIFE DEPARTMENT
Hialeah*Homestead*InterAmerican*Kendall*Medical*North*West*Wolfson

POSTERS RULES

A standard size of 11 X 17 will be utilized for all posters. Flyers of other sizes are **NOT** permitted.

Posters for specific courses will only be posted if they were **NOT** included in the current registration handbook for Credit or Non Credit classes.

All Credit and Non Credit course posters (11 X 17 ONLY) must be initialed and approved by the Academic Dean's Office in room 8218 before duplicating then date stamped by the Student Life Dept. in the Student Union Building.

A maximum of 30 approved posters per department per month can be placed on concrete columns and adhered with **masking tape only** (tape is to be rolled and placed behind the poster). **DO NOT USE DOUBLE SIDED TAPE.**

All posters MUST have College logo and campus. IT IS THE RESPONSIBILITY OF THE PERSON/DEPARTMENT/ORGANIZATION TO REMOVE POSTERS/TABLE-ADS IMMEDIATELY AFTER APPROVED DEADLINE.

Campus/Department table advertisements are limited to 5 per area (cafeteria and cafe) and must be approved and date stamped by the Student Life Department.

Posters/table-ads will be removed when they are inappropriately placed on campus, and/or when they are faded, torn or defaced.

DO NOT place posters on the following locations:

- ✚ *Glass surfaces, in public areas*
- ✚ *Painted surfaces*
- ✚ *Wood surfaces*
- ✚ *Parking lots or on cars*
- ✚ *Tile surfaces/bathrooms*

The signature below by your department chair/area head or designee indicates a clear understanding of the aforementioned guidelines.

Print Name

Signature

Department

Phone

Student Life Designee

Date