

MANUAL OF PROCEDURE

PROCEDURE NUMBER: 4098

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PROCEDURE TITLE: Solicitation of Students

STATUTORY REFERENCE: § 1001.64, FLORIDA STATUTES

BASED ON POLICY: IV-5 Student Rights and Responsibilities

EFFECTIVE DATE: April 7, 2008

LAST REVISION DATE: November 5, 2019

LAST REVIEW DATE: November 5, 2019

I. PURPOSE

To specify the methods and responsibilities for solicitation of students on Miami Dade College property for membership, for advertising materials, and/or for requesting contributions; to preserve the educational mission of the College; to prevent unnecessary distraction during classes and study periods; to provide for the safety of students, faculty and staff members; and to protect the property of students, faculty, staff, and the College.

II. PROCEDURE

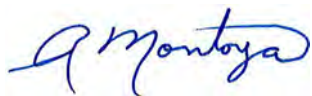
A. Solicitation

No person, organization or agency shall solicit students for membership or otherwise engage in the commercial interest of any individual, group, organization, or association whatsoever on College property without written consent of the Campus Director of Student Life, Dean of Student Services, or their designee. Fundraising, including political fundraising, is considered solicitation and covered by this Procedure. If approval is granted, participation by the students is strictly voluntary, and the solicitor must adhere to the following:

1. Solicitation activities should have the primary objective of providing a benefit to the students of the College. The solicitation should not primarily benefit the solicitor or contribute only to the business objectives of the solicitor.
2. Solicitation activities must never interfere with College-sponsored or College-approved events/activities.
3. Approved solicitations will be conducted only in College-designated locations.

4. Solicitors will be responsible for any damages to College property or facilities as a result of their solicitation activity and must agree to remove any and all refuse or waste that result directly or indirectly from the solicitation activity. The College may require the solicitor to provide a security deposit.

5. Requests to solicit must be made at the Office of Student Life at the respective campus. The Office of Student Life will communicate any approved special needs to the Office of Facilities Management and/or the Campus Services Department as may be necessary.

	
	11/5/2019
PRESIDENT	DATE