

The University of Scranton
Division of Student Life • Center for Student Engagement
Chalking Policy and Guidelines

Any University recognized student club, organization, or Student Life department wishing to use sidewalk chalk to promote campus events must receive approval from the Center for Student Engagement, located in 205 DeNaples Center. The intent of this Policy is to:

1. Outline expectations for those who wish to chalk on campus sidewalks
2. Ensure chalking does not permanently or adversely impact the campus grounds

Approval of chalking is not an endorsement by the University of the event/initiative. However, in allowing University property to be used to advertise events, the University does not do so without restriction. The University reserves the right to deny approval for any postings that are not consistent with our mission and identity as a Catholic and Jesuit university.

The following guidelines must be followed to gain approval to use water-soluble chalk (sidewalk chalk) on University sidewalks:

- Chalking will only be permitted to promote University-approved events.
- Each individual chalking message must bear the name of the recognized student organization or Student Life department. The name must be legible.
- Chalking is permitted only in open areas that can be directly washed by rain (at least 15 feet away from a building or entrance). The chalking must be on a horizontal surface not covered by an overhang. Chalking is prohibited in parking areas or on roadways.
- Chalking is prohibited on all structures and vertical surfaces, including buildings, walls, benches, signs, poles or columns, light poles, and trees.
- The material used to mark the sidewalk must be water-soluble (sidewalk chalk). The use of markers, paints, oil-based products, sprayable chalk, or other aerosol-based products is prohibited.
- The content of the chalking shall not violate the law and must remain consistent with our mission and identity as a Catholic and Jesuit university.
- The Center for Student Engagement may set limits on specific locations and time periods where chalking can take place at its discretion.
- While every effort will be made to fulfill approved chalking requests, the University reserves the right to remove chalking at any time at its discretion.
- Overwriting, erasing, defacing, or altering the chalking of another person or organization that received approval to engage in chalking is prohibited.

Procedure for Approval:

- Requests for chalking must be submitted to the Center for Student Engagement (205 DeNaples Center) using the application on ROYALSYNC for review. Please allow 48 business hours for review.

Procedures for Reporting and Responding to Violations of the Policy

- Individuals who believe that a student or student organization has violated this Policy should promptly contact the Center for Student Engagement during regular business hours and University Police in the evenings and on weekends. Alleged violations will be reviewed and may result in consequences through the Office of Student Conduct and/or the Center for Student Engagement.

Questions about this policy should be directed to:

Center for Student Engagement

DeNaples Center 205

cse@scranton.edu

(570) 941-6233