

## University Center Student Event Policies

The University Center strictly adheres to the UCSC Major Events Policy, UCSC Alcohol and Drug Policy, UCSC Smoking Policy, UC Santa Cruz Student Polices and Regulations Handbook and has incorporated these within its University Center Policies. These policies apply to all student events taking place at University Center, regardless of size.

In addition to conforming to University Center Policies and all other applicable university policies, all student events must complete the following prior to the event:

- ❑ A copy of a Student Organization Event Approval form, completed and signed by Student Advisor, must be submitted to the University Center.
- ❑ A recharge form with foapal and appropriate signature must be submitted. In addition to estimated charges for the event, the recharge will allow for any damage/theft charges. The University Center will supply an itemized accounting of all charges with a copy of the final recharge.
- ❑ Designate a staff (non-student) from sponsoring organization to be present during the entire duration of the event.

### **Related Policies**

Smoking Policy

<http://www.ucsc.edu/ppmanual/html/ehs0001.htm>

Policy on Student Conduct and Discipline

<http://www.ucop.edu/ucophome/coordrev/ucpolicies/aos/uc100.html>

Policy on Use of University Properties

<http://www.ucop.edu/ucophome/coordrev/ucpolicies/aos/uc40.html>

[http://www2.ucsc.edu/judicial/handbook98-99/040\\_property.htm](http://www2.ucsc.edu/judicial/handbook98-99/040_property.htm)

UC Santa Cruz Student Policies and Regulations Handbook 2004-2005

<http://www2.ucsc.edu/judicial/handbook04-05>

UCSC Alcohol and Drug Policy

<http://www2.ucsc.edu/aod/policy.html>