

POSTERING, CHALKING, AND PUBLICITY POLICY

Posters must be confined to bulletin boards, kiosks, display cases, and other spaces that the graduate school has specifically designated for postering. Chalking must be confined to walkways directly open to the weather. Other forms of non-electronic publicity on campus grounds or buildings at the graduate school is prohibited. The following regulations apply to postering and chalking on campus:

1. Posters may not exceed 11x14 inches. Only one copy of each poster may be placed on the same bulletin board.
2. Posters for an event must provide the name of the event, its date, time, and location, the name of its sponsoring organization, and the email address or phone number of its organizers.
3. The dean of the graduate school may impose additional requirements or exceptions. Before posting in a particular Yale building, the applicable poster policy should be reviewed.
4. Authorized staff members typically remove all posters from bulletin boards and other designated spaces once a week. Posters improperly placed in other locations (interior or exterior walls, doors, signs, trees, utility poles, etc.) or that otherwise do not comply with this policy will be subject to immediate removal.
5. Unless by authorized staff members in the course of their duties, the removal, defacing, destroying, or postering over of existing posters is prohibited.
6. Students may use chalk on walkways to advertise events, but such markings are permitted only to the extent that they are temporary. Chalking must be on areas that are directly open to the sky and the weather. Walkways cannot be marked under overhangs, archways, or other covered areas. Chalk may not be applied to walls or other vertical surfaces. Chalk notices must be limited in size to 4x4 feet, and not more than one chalk announcement for a single event may be visible from any single point. Only water-soluble chalk may be used. Spray chalk is strictly prohibited.
7. Glue, staples, and tape of any variety (e.g., Scotch tape, masking tape, duct tape) are damaging and may not be used on any Yale property. Thumbtacks or pushpins should be used on bulletin boards but may not be used on any interior or exterior woodwork or interior wall covering.

Violation of these regulations may result in an organization's loss of official recognition and consequent loss of funding opportunities. Violations may also subject individuals to discipline under other university or school regulations. Students or organizations may be charged for the costs of removing improperly posted materials and repairing any damaged property.