

FUND-RAISING

Fund-raising activities on the college campus or at college functions are those activities conducted by or limited to recognized student organizations and other college functional units. The sale of merchandise or services by outside organizations or individuals on college property is prohibited.

- (1) The date of any such activity must be cleared by the Dean of Students.
- (2) The organization must submit a completed “Application to Hold a Fund-Raising Activity” form to the Dean of Students at least one week in advance of the activity.
- (3) Fund-raising campaigns require the approval of the Dean of Students in regard to sales items, promotional campaigns, and accounting practices.
- (4) Bake sale items must be individually pre-wrapped before being displayed for sale, in compliance with county food service regulations.
- (5) In general, only one organization may schedule a bake sale (i.e.) on the same day. (This will prevent competition.)
- (6) Any physical arrangements necessary to support a fund-raising event are the responsibility of the organization’s advisor.
- (7) Fund-raisers that are held off campus must also be approved before being held.