



Policy Name:	Distribution of Non-University Publications
Effective Date:	June 22, 2016
Last Revision Date:	Unknown
Last Review Date:	February 15, 2023
Approving Authority:	Northwest Leadership Team
Responsible Office:	Student Affairs
Category:	Operations

Purpose

The purpose of this Policy is to set forth the circumstances under which non-University publications may be distributed at the University. The distributor of the non-University publication is responsible for compliance with this Policy.

Policy

The distribution of non-University publications will be unrestricted on the Northwest campus if:

- The publication is intended primarily for dissemination of news, opinion and information, and not for promoting sale of goods, products, or services.
- The Vice President of Student Affairs, or designee, is notified prior to the distribution of the publication materials.
- The distribution is limited to areas deemed appropriate by the Vice President of Student Affairs, or designee.
- The non-University publication is distributed in person.
- The publications being distributed include the name and address of the publisher and the names of the editors and officers of the publication.
- The publication does not in any manner state or imply that it is connected with or under the auspices of the University.
- The publication does not contain anything that is defamatory, illegal, obscene, likely to inflict injury or tend to incite immediate violence (fighting words) or directed to inciting or producing imminent lawless action, or violate any other University policy.