KEAN UNIVERSITY

Posting Sites

IMPORTANT NOTICE

All materials to be posted on designated bulletin boards/weekly posting boards listed below **MUST** be approved by the Center for Leadership and Service in University Center Room 219. Any flyers without approval or posted on the wrong board will be removed. Only one flyer per board please!! NO POSTING ALLOWED ON WINDOWS, TREES, GARBAGE CANS, LIGHT POSTS, POLES, WALLS, BENCHES, FENCES and BATHROOM DOORS!!!

Kean University Information and Activities (12 sites)				
Building	**First Fl**	**Second Fl**	**Third Fl**	**Fourth Fl**
Bruce Hall (B)	1 by room B121			
University Center (UC)	1 on left side of elevator on wall	1 right of elevator door 1 behind elevator		
Townsend Hall (T)		1 by room T212		
Science Building (C)	1 in lounge area			
Vaugn-Eames Hall (VE)		1 in lounge area by VE211		
Willis Hall (W)	2		1	1
Technology (H)	1 by room H112			

Items for Sale (11 sites)			
Building	**First Fl**	**Second Fl**	**Third Fl**
Bruce Hall (B)	1 by room B121		
University Center (UC)	1 on left side of elevator on wall	1 on left side of elevator on wall	
Townsend Hall (T)		1 by room T209	
Hutchinson Hall (J)	1 left entrance through double doors (only textbooks)		
Vaugn-Eames Hall (VE)		1 in lounge area by VE203	
Willis Hall (W)	2		2
Technology (H)	1 by room H112		

Employment Opportunities (10 sites)			
Building	**First Fl**	**Second Fl**	**Third Fl**
Bruce Hall (B)	1 by room B121		
University Center (UC)		1 on left side of elevator on wall	
Townsend Hall (T)		1 by room T209	
Hutchinson Hall (J)	1 by left entrance through double doors		
Vaugn-Eames Hall (VE)		1 in lounge area by VE203	
Willis Hall (W)	2		2
Technology (H)	1 by room H112		

OFF CAMPUS EVENTS (0 Site)

There are no boards for events that occur off-campus.

RESIDENCE HALLS (10-40)

All flyers must be approved by the Center for Leadership and Service and then stamped by Office of Residence Life in Whiteman Hall.

Posting of any type of publicity in the residence hall areas is limited to the encased bulletin boards on each floor and in the lobby areas (nothing may be hung on individual apartment/room front doors). The encased bulletin boards are available to all University-recognized student groups and campus offices. All postings must be approved and stamped by the Office of Residence Life prior to distribution. (See Office of Residence for the complete Posting and Advertising Procedures).

EXTERIOR POSTING BOARDS (6)

*Exterior posting boards are for **Kean University Information and Activities** only. The Center for Leadership and Service approves and posts all materials for the six (6) boards.

STEM BUILDING (0)

Posting anywhere in the building is strictly prohibited.

EAST CAMPUS (26)

All flyers must be approved by the Center for Leadership and Service initially. Once stamped, students are allowed to post on available bulletin boards (not behind glass casing) on the first and second floors. There is no posting on the third floor or in any of the clinical/department areas.

(Last update 6/13/2011)