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[Home](#) > [Non-Solicitation Policy](#)

# Non-Solicitation Policy

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To avoid disruption of business operations or disturbance of faculty, staff, visitors, and students, the University has implemented a Non-Solicitation Policy prohibiting Solicitation or Commercial Solicitation, except under limited circumstances with prior written approval from the appropriate University official. Solicitation includes canvassing, soliciting or seeking to obtain membership in or support for any organization, requesting contributions, and posting or distributing handbills, pamphlets, petitions, and the like of any kind on University property or using University resources (including without limitation bulletin boards, computers, mail, e-mail and telecommunication systems, domain names, photocopiers, telephone lists and databases). Commercial Solicitation means peddling or otherwise selling, purchasing or offering goods and services for sale or purchase, distributing advertising materials, circulars or product samples, or engaging in any other conduct relating to any outside business interests or for profit or personal economic benefit, on University property or using University resources. Solicitation and Commercial Solicitation performed through verbal, written, or electronic means are covered by the Non-Solicitation Policy. Items to be distributed or offered for sale, which contain University trademarks, names (including building names) or design elements (T-shirts, posters, etc.), must be approved by the Office of University Communication and Marketing.

Any Solicitation or Commercial Solicitation undertaken by a student, registered student club, or student organization, whether it be charitable, academic-related or for other purposes, must be approved by the Office of Student Involvement, conducted in compliance with the Student Handbook and procedures established by the Office of Student Life, and comply with all applicable laws and University policies, including, without limitation, laws related to copyright, trademark and other intellectual property, games of chance, safety and product liability. Solicitation by vendors, students or student organizations that relate to the promotion or consumption of alcoholic beverages or tobacco, or products that are contrary to the policies or mission of the University, are prohibited. Individual students or groups of students may not engage in solicitation for personal profit. Residence Halls are restricted areas and generally are not to be used for solicitation unless pre-approved by the Office of Residence Life.

Solicitation for Campus Ministry service activities must be pre-approved by the Office of Campus Ministry.

Solicitation for the Center for Peace and Justice activities must be pre-approved by the Center for Peace and Justice.

Any Solicitation or Commercial Solicitation undertaken by a student or student organization at a University athletic event or facility must be approved by the Athletic Department, and must be conducted in compliance with the Solicitation at Athletic Events policy established by that department.

Student violators of the Non-Solicitation Policy and/or procedures are subject to disciplinary action under the Code of Student Conduct.

Inquiries regarding the Non-Solicitation Policy should be directed to the Office of Student Involvement.

The University recognizes the value of charitable organizations and encourages students to be active participants in organizations that support or contribute to the mission of the University. With the exception of University authorized charitable giving campaigns such as the United Way, any charitable organization that wishes to solicit funds for a charitable donation must be sponsored by a recognized student organization, and obtain the approval of the Office of Auxiliary Services. The organization will be provided with a stamp or certification of approval. In addition, any Solicitation or Commercial Solicitation by a charitable organization at a University athletic event or facility requires the prior approval of the Athletic Department, and must be conducted in compliance with the Solicitation at Athletic Events policy established by that department.