

Housing and Residence Life

Posting Policy

If you are a registered student organization (RSO) or a UCA Department and would like to post informational flyers in the residence halls or apartments please be aware of the following guidelines:

1. Flyers will be accepted from RSO's, UCA Departments, and BearBucks merchants only!
2. Flyers must not be larger than 11"x17".
3. Flyers must not contain any vulgar or subjective images or words.
4. Flyers must relate in some way to UCA or UCA events and cannot advertise for independent companies or entities:
5. Departments or RSO's must bring one copy of their flyer to the Housing and Residence Life Office in Bernard Hall Suite 201 for our stamp of approval.
6. Once a flyer has been approved and stamped the RSO or department or BearBucks Merchant can then make copies of the approved flyer.
7. Once the Department or RSO has made copies of the approved flyer they will need to separate the flyer into stacks for distribution to the residence halls and apartments, and bring the sorted stacks to the Housing and Residence Life Office for the staff to pick up and post.
8. Flyers will only be allowed to remain in the halls or apartments for two weeks. After two weeks they will be removed by the Housing and Residence Life staff.

Below is the number of flyers needed for distribution in the residence halls and apartments:

Arkansas Hall - 8

Baridon Hall - 8

Bear Hall - 14

Bernard Hall - 10

Carmichael Hall - 10

Conway Hall - 8

Donaghey Hall - 8

Farris Hall - 12

Hughes Hall - 7

New Hall - 8

Short and Denny Hall - 7

State Hall - 7

Bear Village Apartments - 20

The Oaks Complex - 10

Stadium Park - 24

Greek Village - 6

Grand Total- 168