

Policy for On Campus Student Sponsored Events Where Alcohol is to be Served

As adults, students are expected to know and abide by all applicable state and federal laws and College policies and procedures. All on-campus student sponsored events where alcohol is intended to be served require the prior approval of the Office of Student Affairs. Students responsible for organizing such an event must submit an event approval form at least six weeks before the proposed event containing the details of the proposed event, including without limitation the date, hours, purpose and location, as well as the type, amount and method of the alcohol to be served and consumed and the names of the persons responsible for and attending the event. The Associate Dean for Student Affairs will review the completed event form and notify the applicant of approval or rejection. For approval, events must meet all of the following requirements:

- a. The primary focus of the promotion and marketing of the event is not the consumption of alcohol or the irresponsible use of alcoholic beverages (e.g., "beer bash," "kamikaze night," "drink specials," etc.). All publicity must be approved in advance by the Office of Student Affairs.
- b. Attendance throughout the event must be limited to New York Medical College students and their invitees, and not open to the general public.
- c. There is no sale of alcohol except pursuant to a valid license or permit issued by the New York State Liquor Authority. Exchanging any consideration for alcoholic beverage service constitutes a sale in violation of law. "Consideration" includes money, tickets, tokens or chits that have been issued in exchange for money or anything else of value. The imposition of a uniform per-person admission fee or charge for the event, however, does not constitute a sale, provided the admission ticket or other evidence of payment is not exchangeable for alcoholic beverages.
- d. No one under the age of 21 and no visibly intoxicated person will be served or given an alcoholic beverage.
- e. Food, snacks and non-alcoholic beverages must be provided in sufficient variety and quantity and in a manner proportionate to the availability of alcoholic beverages. No kegs, party balls or any form of drinking contests or activities are permitted.
- f. Alcohol must be consumed only at designated areas as approved and not in any other College areas, including but not limited to hallways, stairwells, balconies, grounds, lounges and bathrooms.
- g. The service of alcohol must be discontinued no later than one hour before the scheduled end of the event.
- h. A College security guard, at the non-refundable expense of the event sponsor, must be present with full authority to refuse the service of liquor to anyone and to

stop or shut down the event for any failure to comply with the above requirements, applicable law or the policies and procedures of the College. The minimum time for the assignment of a security guard is four hours.

The above policy applies to student sponsored events where alcohol is to be served in College owned or leased buildings. Any failure to comply with this policy may result in the loss of on-campus space reservation privileges, disciplinary proceedings and/or criminal charges, as appropriate. The consumption of alcohol does not excuse a person from the legal or disciplinary consequences of disorderly or inappropriate conduct. Ultimately, students are responsible for their own conduct and the consequences of their actions.