Marshall University
Demonstrations and Mass Gatherings: Registration Form

Name of group or individual sponsor: ________________________________

Purpose and description of event: ________________________________
  __________________________________________________________________

Proposed Site or Route: __________________________________________

Estimated number of Participants: ______

Requested date _________ Beginning Time _____ Ending time _____

Name of person seeking registration: ________________________________

Telephone ________________ Position ________________________________

Email ____________________@ ________________________________

Complete information on Demonstrations and Mass Gatherings at Marshall University is available in the MU Student Handbook.

______________________________________________________________
Signature of registrant date

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Offices to be notified:

Public Safety _________
Facilities Planning _________
Student Affairs _________

This registration form may be submitted via us mail, email (student-affairs@marshall.edu), FAX (304.696.4347), or in person (Student Center, room 2W38).

Revised 10/09
Demonstrations & Mass Gatherings

The following special provisions apply to all rallies and/or demonstrations (subject to approval/revision by appropriate University committees):

1. Registration of a mass gathering must be made forty-eight (48) hours prior to the event in office of Student Activities or with the Dean of Student Affairs. The appropriate form must be filled out at that time. The purpose of the proposed rally or demonstration and the route of all moving demonstrations, rallies, or parades must be discussed and approved in advance by the Dean of Students, or his/her designee.

2. Reservations for space use must be confirmed with the appropriate University Department.

3. University Police must be notified forty-eight (48) hours in advance.

4. Rallies may not obstruct or disrupt any legitimate function of the University. These include research, teaching, administrative, public service, or other authorized functions, activities, or programs.

5. Rallies may not obstruct the free flow of pedestrian or vehicular traffic.

6. In all instances, those holding rallies and demonstrations are responsible for making the necessary provisions to maintain the peaceful demeanor of the rally.

7. The student officer in charge will be responsible for making the necessary arrangements with other officers and personnel on campus as directed by the Dean of Students or his/her designee.

8. Individuals participating in demonstrations are reminded that they are responsible to local, state, and federal laws as well as University regulations concerning demonstrations and assembly.

9. Unlawful conduct may warrant strict disciplinary actions as described in the Marshall University Code of Student Rights and Responsibilities.