

Student Union Party Reimbursement Plan

Guidelines:

Each week, the Student Union Government will reimburse two parties for up to \$50 worth of party expenses, a total of up to \$100 per weekend. Students who have registered a party with Residence Life are eligible for this reimbursement fund. The fund will cover one party on Friday night and one party on Saturday night, unless no parties have been registered for one of those days, wherein two parties on one day may be reimbursed. No more than one reimbursement can be given to the same group of students per weekend.

Students hosting a party must submit an application for reimbursement **ONLINE** to ckhemraj@brandeis.edu no later than **7PM Tuesday** of the week of their party. The confirmation email sent to the student registering the party by Residence Life **MUST** also be forwarded to the email address above by Tuesday for proof of registration. The Director of Campus Life and an ad hoc committee will review the applications and notify the hosts no later than Thursday 1pm. Within 5 days of the party, the hosts will submit a copy of their Party Registration form, as approved by Residence Life, and original proofs of payments to the Student Union mailbox of Christina Khemraj, The Director of Campus Life, located on the 3rd floor of the Shapiro Campus Center. The Director of Campus Life (or the equivalent) and the Treasurer will review the proofs of payments, and the police logs to ensure that there were no visible violations of Rights and Responsibilities at the party.

Eligibility:

- The party must be registered with the Department of Residence Life
- The party must be independent of a club or other student organization.
- The Director of Campus Life (or the equivalent) is only eligible for the reimbursement fund if other members of the Student Union review all applications for that day.
- The hosts must abide by the rules laid out in Rights and Responsibilities, including:
 - o Providing sufficient food and non-alcoholic beverages
 - o No student under 21 years of age can be found consuming or distributing alcoholic beverages
 - o No admission can be charged for the party, nor accepted as a “suggested donation”
 - o Alcohol consumption and distribution at parties may only occur in wet areas on campus
 - o Large quantities of alcoholic beverages (e.g., kegs, beerballs, and cases of liquor) are not permitted in residence halls. Items used with the intention of “excessive consumption” are prohibited. These items may include, but are not limited to funnels, ice luges, etc.
 - o No student can be found using illicit drugs or abusing legally-obtained drugs

The Student Union does not act as the host for the parties it reimburses, and therefore cannot be held liable for any later discoveries of illegal behavior at the party. Students wishing to report illegal behavior at the party must:

- a. provide proof that they were in attendance
- b. provide proof of the behavior in question and
- c. report any concerns within 5 days of the party.

Alcoholic purchases and non-alcoholic purchases must be on separate receipts. Failure to do so will result in no reimbursement.

The Student Union will not discriminate on the basis of race, religion, sexual orientation, gender, political ideology, age, nationality, graduating class, or physical ability.

Contact information:

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