

University of Kentucky Virtual Event Policy

Event sponsors are responsible for following university, local, state, and federal regulations. Users who violate these regulations and policies are subject to human resource and/or code of conduct action.

- University rules and regulations including but not limited to the contract policy [AR 8:3](#), IT policies [AR 10](#), and campus sales policy [GR:1,N](#). The complete list of university regulations can be found at <http://www.uky.edu/regs>.
- Only virtual events planned and executed by a university college, department or a registered student organization may be submitted through this form. Non-University groups or agencies may not use this promotional tool.
- University of Kentucky resources, including this promotional tool, shall be used only for educational, cultural or charitable purposes, or other purposes as determined by the President or by the administrative officer to whom the President has delegated this responsibility in accordance with these Governing Regulations, Administrative Regulations, and University Senate Rules.
- Requests for ongoing, regularly scheduled classes for credit should be scheduled directly with Enrollment Management.
- Sponsoring organization and/or department must comply with university brand standards and campus signage policy including but not limited to logos, mascot, font, etc. Use of print, audio, visual, and electronic information must comply with U.S. copyright law and fair use standards.
- Client is responsible for supplying URLs that are secure and from university approved sources such as Zoom and Skype.
- Events that have fitness instruction should include the following disclaimer: Participation in Group Fitness Classes is completely voluntary. There are risks and hazards, minor and serious, associated with participation in Group Fitness Classes. Participants voluntarily assume all responsibility and risk of loss, damage, illness, and/or injury to person or property associated with participation in Group Fitness Classes. Group Fitness Classes require a minimum level of fitness to participate safely. The Campus Recreation Department strongly advises participants to consult with their physician if they have any doubts of their physical ability to safely participate.