

DATE _____

SEMESTER: 20_____ Fall / Spring

INSTRUCTOR NAME (Please Print) _____

INSTRUCTOR NAME (Signature) _____

ILR POLICIES

Please initial each of the following:

_____ MERCHANDISE SALES: It is ILR policy that instructors may bring merchandise (books, sign-up lists, etc.) to offer/sell to class members, but it is optional for class members to purchase or participate.

_____ TECHNOLOGY: It is SRU policy that personal computers cannot be connected to SRU computers. Please bring your presentation on a flash drive.

_____ ILR PRIVACY POLICY: ILR members and instructors/facilitators may not use class meetings, rosters, or membership lists to solicit clients/customers for a company or individual business. Class participants are free, of course, to inquire further on their own about products or services or to give their explicit consent to be placed on a business' mailing or call list.

Please return to the ILR Office
prior to your first day of class.

Thank you