



GUIDELINES FOR MEDIA ACCESS TO BROOKLYN COLLEGE EVENTS

The Office of Communications and Marketing serves as the college's primary liaison with members of the media. Our professional media relations team is responsible for disseminating public information; facilitating interviews with students, faculty, and staff; seeking positive coverage for the college's people, programs, and activities; and responding to requests from journalists. We make every effort to accommodate members of the media interested in attending campus events or otherwise covering the college.

As a general rule, the college welcomes members of the media to public events on our campus. Journalists who wish to attend an event at Brooklyn College should normally contact the Office of Communications and Marketing at least 24 hours in advance in order to facilitate their visit. The college reserves the right to place reasonable limitations on media access, which may include restricting cameras and recording devices, requiring New York press credentials, or coordinating a press pool.

As a campus community that embraces diversity, Brooklyn College does not discriminate against members of the media on the basis of age, gender, sexual orientation, religion, race, national or ethnic origin, citizenship, disability, veteran or marital status.

Event organizers who wish to contact members of the external media in order to request coverage and/or invite journalists should coordinate in advance with the Office of Communications and Marketing. Such notification will enable the College to accommodate media coverage in the appropriate manner.

As members of the Brooklyn College community, student reporters from our campus-based authorized student media outlets are not required to provide advanced notice or coordinate with the Office of Communications and Marketing. Such student reporters may attend any college event by following the standard registration instructions, if required. They may access any event by presenting a college-issued student press pass, which will be provided to each registered student media organization by the Division of Student Affairs.

Members of the media, including student journalists acting in their official capacity, may not be granted access to campus activities where confidentiality is required.

For information about media access at Brooklyn College, contact the Office of Communications and Marketing at (718) 951-5882 or **communications@brooklyn.cuny.edu**.