Section 4: Alcohol Policy for Student-Sponsored Events

In accordance with Section 6.2(A) of the University of San Francisco Non-Academic Student Conduct Code (the “Conduct Code”), alcohol shall not be permitted at student-sponsored events held on campus at the University of San Francisco. However, alcohol may be permitted at a student-sponsored event on campus at the University of San Francisco School of Law if one of the following exceptions applies. A student or student organization that plans to serve alcohol or actually serves alcohol at an event not in accordance with this policy may be in violation of the Conduct Code and may be subject to sanctions.

1. A School of Law faculty or staff member agrees to supervise the event. “Supervising the event” requires that the faculty or staff supervisor commit to the following responsibilities:
   a. receive express permission from the Assistant Dean for Student Affairs to use the requested space via email;
   b. reserve the space on behalf of the student organization;
   c. oversee the event set up and clean up;
   d. remain in the event space for the duration of the event;
   e. ensure that the space is left in the same condition it was found before the event;
   f. supervise the alcohol service to ensure responsible alcohol consumption; and
   g. ensure that any unused alcohol, which has been donated or purchased, is stored at the School of Law for a future event for that student organization

2. The student organization is able to prove adequate funds to serve alcohol at events due to costs associated with having alcohol at events

Costs associated with alcohol consumption at events
There are large costs associated with serving alcohol at events on campus. Below are the minimum costs (not including alcohol) to serve alcohol at an event on campus through EM&GS

- Bartender minimum cost of $165 per a bartender for 50 people
- Bar set up fee of $75 for beer and wine, $150 for full bars
- ID Checker at 31.20/hr

We discourage student organizations from serving alcohol at on campus events. Alumni and other external constituents do not expect alcohol to be served at these events. If you must serve alcohol at your event, email lawstudentaffairs@usfca.edu to ensure your organization has adequate funds to do so.