



Video and/or audio recording of the UWS campus, its events and affiliated sites is restricted.

Refer to [Policy 1205 Audio and Visual Recording of Academic Activities](#) for information about video and audio recording in the academic setting.

Recordings by Outside Entities

Recording of any kind, including photography, on UWS property by individuals not approved by the university is restricted. Most recording and/or photography on campus requires advanced permission. Requests to record by outside individuals are directed to the department of marketing and communications by emailing communications@uws.edu. UWS may refuse or revoke permission to record or photograph the UWS campus or events for any reason.

UWS allows personal photography and recording by individuals on campus under the following conditions:

- The recording and/or photography activity does not interfere with campus operations.
- The privacy of individuals on campus is respected, including abiding by applicable laws and regulations, such as FERPA and HIPAA.
- The photography and/or other recordings are consistent with related university policies.
- The images are used exclusively for personal, non-commercial use.
- Tripods, lights, reflectors and other photography equipment are not used.

UWS prohibits:

- Video and audio recording, and photography of the campus or at UWS events for commercial purposes.
- Video and audio recording, and photography on campus without an executed location agreement, waiver, and liability insurance approved by UWS.
- Video and audio recording, photography on campus about individuals and/or subjects not directly related to UWS.
- Drone and remote-controlled flying vehicles operated by non-university personnel. See [Policy 1023 Pedestrian Safety](#).
- Recordings made by an airplane, helicopter or other flying vehicle that violates airspace restrictions.
- Video and audio recording, and photography outside of normal business hours when university offices are closed, unless otherwise approved.

Recording by UWS Entities

UWS staff members or individuals working on behalf of UWS may at times photograph and record employees, trustees, students and guests on campus or at affiliated sites for university marketing and communications purposes. These individuals must comply with FERPA and HIPAA laws and regulations, as well as UWS [Policy 1232 Privacy and Confidentiality of Student Records \(FERPA\)](#).



These types of recordings and photography include, but are not limited to:

- Video recording
- Audio recording, including podcasts
- Photography

Recording and photography at university events, on- or off-campus, by UWS staff members or individuals working on behalf of UWS is permitted, where there is no reasonable expectation of personal privacy (including, but not limited to, commencement, intern pinning ceremony, student socials and other events). The university provides notice at these events that photography and recordings are taking place.

Recordings and/or photographs made by UWS staff members or other approved individuals may be posted in a variety of places at the discretion of the university.

Related Policies: [Policy 1023 Pedestrian Safety](#)
[Policy 1205 Audio and Visual Recording of Academic Activities](#)
[Policy 1232 Privacy and Confidentiality of Student Records \(FERPA\)](#)

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