Duke University
Graduate and Professional Student
Alcohol Policy

I. Philosophy on Alcohol Service at Duke University
This policy affords recognized student groups the privilege of serving alcohol at certain events. As adults, graduate and professional students are expected to know and abide by all applicable state and federal laws and University policies and procedures. Ultimately, students are responsible for their own behavior. However, if a student group provides alcohol as part of their event, they share in the responsibility to provide a safe environment for all attendees. If your group has questions, contact the Student Affairs officer for your School or the Office of Student Activities.

Any on or off campus event sponsored by a recognized graduate-professional student group (affiliated with GPSC) must comply with this policy if it involves alcohol. Only recognized student groups may host an on-campus event involving alcohol.

II. Distribution of Alcohol
In compliance with North Carolina state law, alcohol must be served in a controlled manner and not freely accessible. No one who is under the age of 21 or visibly intoxicated may be served. Alcohol must not leave the confines of the event.

Options Regarding Serving Alcohol on University Property
a. Third Party Vendor - Student groups may contract with a University approved third-party vendor to acquire and serve alcohol. The third party vendor uses its liquor license and provides bartenders. For a list of approved third-party vendors, contact the Office of Student Activities. Some University spaces require a third party vendor; check guidelines in advance when reserving the space.
b. Student Group- Student group members may order, set up, and control distribution of the alcohol at the event independently in compliance with this Policy. Distribution may be in the form of student group purchased alcohol or regulation of a BYO event in accordance with this Policy.

Options Regarding Serving Alcohol Off-Campus
a. Third Party Vendor - Student groups may contract with a third-party vendor to acquire and serve alcohol. The third party vendor uses its liquor license and provides bartenders. Third party vendors include local bars and restaurants, in addition to other businesses.
b. Student Group- Student group members may order, set up, and control distribution of the alcohol at the event independently in compliance with this Policy. Distribution may be in the form of student group purchased alcohol or regulation of a BYO event in accordance with this Policy.

Security guards, event staff, or a third-party vendor should verify the age of any participant that appears under the age of 21. This verification must include examination
of a photo identification that lists the date of birth. Examples of such identification include passports and driver’s licenses.

III. Location
Student groups should check in advance with the appropriate reserving office for specific location guidelines. When alcohol is permitted, the space must be secured or otherwise regulated to ensure proper admittance and that alcohol distribution can be monitored effectively.

If the event is held outside, or in an unsecured area, participants may be subjected to random checks unless distinct identification (such as wristband or stamp) is required to identify attendees 21 years and over. This is to ensure that those passing through an event do not receive alcohol.

IV. Advertising
Alcohol may be mentioned or implied in campus advertising of the event to graduate students, using conventional phrases such as "happy hour," "beer & pizza," "wine and cheese," etc. However, alcohol may not be the primary focus of an event.

V. Security
The Division of Student Affairs at Duke University (henceforth referred to as Student Affairs) and the GPSC Student Life Chair(s) or their designees must be notified at least one week in advance of the event. GPSC News is the recommended method of notification. At the discretion of Student Affairs, University Police may be notified, and private security guards may be required to assist with safety of participants and security of facility when total attendance involves more than 100 students. The cost of private security guards is the responsibility of the sponsoring student group.

VI. Responsible Contacts
At least one person from the sponsoring group must be designated as the Responsible Contact for the event per 200 people in attendance. Responsible Contacts should be sober and not consume alcohol immediately prior to or during the event. Responsible Contacts are responsible for overseeing and ensuring the safety of the event and the implementation of this Policy. Contacts are to introduce themselves to the University Police as well as any security guards and serve as the point persons with these agencies. Responsible Contacts, with the assistance of University Police and security guards as needed, must be able to shut down an event if this policy is not being implemented effectively or if other problems arise.
VII. Food and Beverages
Food must be provided at all events on-campus events where alcohol is served and must be free and displayed in an attractive manner. Non-alcoholic beverages also should be readily available and free. Water should be one of the non-alcoholic beverages provided. The food and non-alcoholic beverages should be replenished several times throughout the program so that they are constantly available.

VIII. Sanctions
The sponsoring group will be held accountable for any and all violations of this Policy. Sanctions for a violation may include, but are not limited to, loss of space reservation privileges, loss of University student group recognition, or fines for property damage.