



Addendum to the [Policy](#) Concerning Student Enterprise (Student-Run Businesses) Accessing campus resources as a student venture at Brown University

We are excited that you are developing a student venture, and have assembled this addendum as a guide for accessing on-campus resources at Brown University. In general, students that form recognized student groups have easier access to campus resources. However, we realize that your venture may not coincide with the mission and goals of a student group. This addendum begins with an introduction about how to become a recognized student group if applicable, and then provides other information to help you access campus resources. If your venture involves developing a product, important information regarding university policies related to student enterprises is below.

Becoming a recognized student group

Students wishing to form a recognized student group on campus must comply with all university policy and meet certain criteria set by the Undergraduate Council of Students (UCS). Student organizations submit an application, along with a drafted constitution and roster with at least ten current students to the UCS Student Activities Committee. Detailed instructions can be found at brownucs.org.

In compliance with the University's student enterprise policy and the UCS Bylaws & Code of Operations (section XIV:), recognized student groups may not exist as a profit-making endeavor and may not be privately incorporated.

Booking a campus space

If you are a student venture supported by the Swearer Center for Public Service's [Social Innovation Fellowship](#), the [Brown Venture Fellowship](#), or the [Brown Venture Launch Fund](#), but are not registered as student group, you can reserve campus space (including tabling space) through your Fellowship.

For more information about booking a campus space, contact:

Elizabeth Malone

Entrepreneurship Coordinator

[Swearer Center](#) at Brown University

Office: Sayles Hall (015A) 401.863.5964 elizabeth_malone@brown.edu

Collecting feedback from students

Students with ventures may collect feedback from students about their ideas and products, but they may not sell them on-campus. Selling your product on campus would jeopardize the University's non-profit status. For more information about the distinction, please visit the Policy Concerning Student Enterprise at http://www.brown.edu/Student_Services/Office_of_Student_Life/judicial_affairs/randr/policy/student_enterprise.html.

In general, you may reach out to students to have them provide their thoughts and comments about the products or services offered by your student venture through focus groups, distribution of samples, etc. If you are having students test products that could have side-effects, it is crucial that you have each student fill out a general liability waiver. This waiver is available from the Office of General Counsel but must be requested by a University staff member. Please contact the staff member working with your Fellowship for more information. This process can take up to two weeks so please plan in advance.

Marketing to Brown University students through Brown Student Agencies

In keeping with fair business practices, student ventures may market to Brown University students in the same ways as a typical business. Brown Student Agencies offers advertising to ventures and businesses through on-campus television billboards and through the rental of vendor tables in the lobby of J. Walter Wilson. Small fees apply to these services.

For more information about marketing to Brown University students, contact:

Brown Student Agencies

Website: <http://www.brownbsa.com/businesses/>

Email: reach@brown.edu

Phone: 401-863-2226

Intellectual property

If you have questions or concerns about intellectual property related to your student venture, we suggest that you contact the Technology Ventures Office. TVO works with faculty to commercialize inventions created from research at Brown, and can provide guidance.

For more information about student ventures and intellectual property, contact:

Technology Ventures Office

Website: <http://www.brown.edu/research/technology-ventures-office-tvo>

Email: TVO_patents@brown.edu

Phone: 401-863-7499