



## **Student Organization Mail**

Student Life and Learning accepts mail for all registered student organizations on campus. Student organization mail that is delivered to the Indiana Memorial Union will be filed with Student Life and Learning for safekeeping.

Organizations are expected to visit Student Life and Learning to pick up their mail. **Student Life and Learning is not responsible for items that are not picked up in a timely manner and will not contact your organization whenever it receives mail\*.** It is the responsibility of a member of the organization (he or she must be listed on their organization's *beInvolved* roster) to present his or her IUB student ID in order to retrieve mail.

\*If your organization receives a package, Student Life and Learning will email the primary contact of the organization.