

THE REVIEW PROCESS

Materials Intended for External Distribution...

must be approved by University Relations (UR) to ensure consistency, attractiveness, legibility and brand recognition.

The Approval Process

Official Schreiner University printed materials (ie. any printed piece that includes the logo in any form) need to be either designed or approved by the Office of University Relations.

If you need UR to design your piece, you must complete the UR Job Submission form found on the campus intranet. Instructions and contact info are provided there. Approval, in this case, is guaranteed.

If UR did not design your piece and you seek approval only. Contact UR graphic designer Stephanie Lopez Keller, sekeller@schreiner.edu, 830.792.7212.

Questions?

The Departments of Marketing and University Relations are both able to answer questions and provide assistance with your project.

UNIVERSITY RELATIONS

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