



UBC Medical Undergraduate Society Sponsorship Policy

Preamble

All students in the expanded UBC MD Undergraduate Program are brought together by social and extra-curricular events. Events include Run for Rural Medicine, Med Ball, Med Play, graduation events, class yearbook and Medical Undergraduate Society Club events. Funding for these events are limited to annual Faculty of Medicine funding and collected Medical Undergraduate Society fees. Recognizing the costs for such events, the Medical Undergraduate Society has opportunities to seek external sponsorship that fulfill the objectives of the Medical Undergraduate Society.

Fostering and encouraging students to stay connected to their classmates has been one of the founding principles of the distributed program. This connectivity differentiates UBC's MD Undergraduate Program and enhances UBC MD student experience.

All students are subject to external parties soliciting services and products. They include financial and investment advising, careers and residency advising, medical and educational products. Recognizing the volume of external parties, the Medical Undergraduate Society must evaluate all solicitors to make sure they fulfill the objectives of the Medical Undergraduate Society.

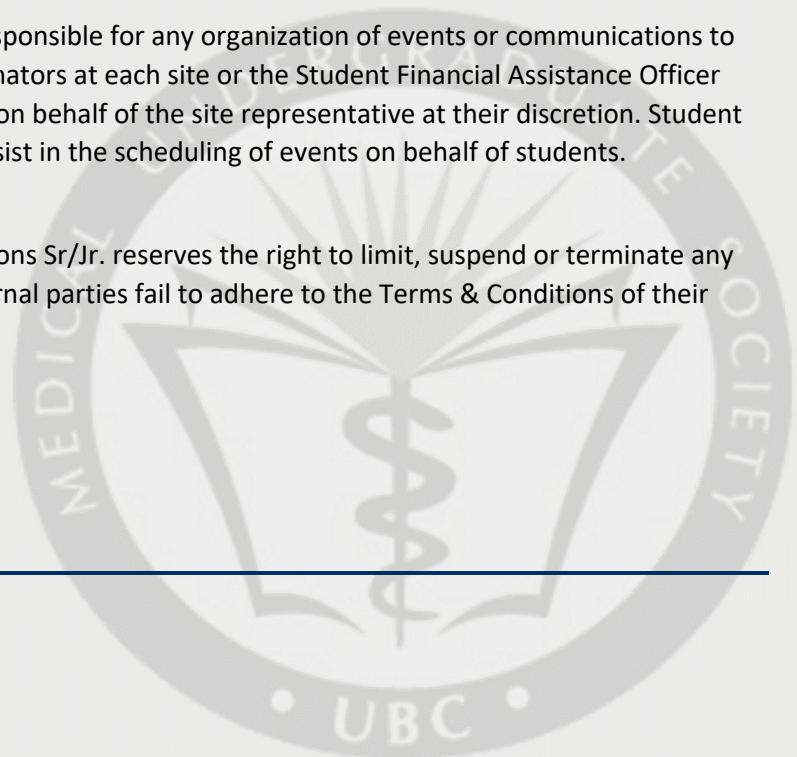
“The Medical Undergraduate Society of UBC is devoted to promoting the growth of medical students into well-rounded physicians. We advocate for student well-being, foster academic growth and build strong ties with our community.”

Policy

- 1.1 Applications for presentations from external parties can be submitted three times a year for the beginning of the fall term (August and September), the rest of fall term, and the winter term. The early fall deadline is April 05 of each year, the later fall deadline is August 05, and the winter deadline is December 05 of each year. Late submissions will be considered for the next term. Applications must be submitted each year. Sponsorship applications can be submitted up to two weeks prior to the date of the event and will be reviewed on a case-by-case basis.

- 1.2 All applications will be received by the VP Sponsor & Donor Relations Sr/Jr. and reviewed by Student Access Committee.
- 1.3 MUS Council will not accept sponsorship from pharmaceutical companies.
- 1.4 MUS Council will not tie sponsorship directly to students' consumer practices. Such as, MUS will not accept commissions for influencing students to purchase services/products. No form of direct compensation for service will be accepted by any member of the MUS Council or affiliated student organizations (including clubs and interest groups) from industry sources.
- 1.5 MUS Council will not accept sponsorships that it considers in fact or by perception to adversely influence MUS or the present or future roles and responsibilities of its individual.
- 1.6 MUS council will not endorse products to the student body. Any endorsement for services provided by MUS or UBC is subject to ratification by the MUS council. MUS will facilitate access of industry to students however students must be able to make unbiased judgments regarding our industry partners and the products they offer.
- 1.7 Presentations and services must not replace current academic curriculum.
- 1.8 MUS Council will not sell access to the medical student list serve, mailboxes or social media as per UBC Policy.
- 1.9 UBC Faculty and staff are not responsible for any organization of events or communications to students. Student Affairs coordinators at each site or the Student Financial Assistance Officer may send out a communication on behalf of the site representative at their discretion. Student Affairs coordinators may also assist in the scheduling of events on behalf of students.
- 2.0 MUS VP Sponsor & Donor Relations Sr/Jr. reserves the right to limit, suspend or terminate any relationships if sponsors or external parties fail to adhere to the Terms & Conditions of their application.

Guidelines



The process of determining sponsors and external parties will be driven primarily by the Student Advisory Committee. The committee is comprised of the VP of Sponsor & Donor Relations Sr., VP Sponsor and Donor Relations Jr., the current MUS president, Year 1-4 Class Presidents and the Student Financial Assistance Officer. The Associate Dean of Student Affairs or the MUS Faculty Advisors may be consulted if required.

Student Access Committee is encouraged to discuss and prioritize sponsorship and events amongst themselves. Sponsors and external parties must understand that there are not enough events or time to support all requests. Applications will be approved prior to the start of each term.

Procedure

- 2.1 Applications will be submitted to the online MUS website at:
<https://mus.med.ubc.ca/sponsorship/>
- 2.2 VP Sponsor & Donor Relations Sr/Jr. will receive all of the applications by each deadline and send them out to the Student Access Committee and/or distributed site representatives to review. However, if the sponsorship/presentation request is site-specific, the distributed site representatives will use the above sponsorship policies to guide decision and approval without need for SAC consult.
- 2.3 Any request from external parties for presentation time or sponsorship across the sites must be approved through the Student Access Committee.
- 2.4 Upon review, VP Sponsor & Donor Relations Sr/Jr. will communicate the decisions to the applicants.
- 2.5 If the presentation is in the VFMP area, the VP Sponsor & Donor Relations Sr/Jr. or MUS Club member will arrange the space and communication to the student body. If the presentation is located at the distributed sites, the site student representatives or MUS club member will arrange the space and communication to the student body with support from student affairs
- 2.6 Based on the sponsorship package (see attached) the gift must be received within 10 business days after the application has been approved. The sponsor can connect with the event coordinator for any arrangements. If there isn't a specific event, the VP Sponsor & Donor Relations Sr/Jr. will connect with the sponsor regarding any terms of the sponsorship.

2.7 In the event where the VP Sponsor & Donor Relations Sr/Jr. and Student Access Committee want to limit, suspend or terminate any relationships, VP Sponsor & Donor Relations Sr/Jr. will notify the affected parties.