



7.6.1

MAIL HANDLING

ADOPT: JUNE 10, 1985

REVIEWED: APRIL 10, 2001

REVIEWED: JANUARY 13, 2009

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It is the policy of Sonoma County Junior College District to promptly sort and deliver all incoming mail and packages to their intended destination. The College discourages the use of the campus address as a substitute for a personal mailing address or post office box.

See Also:

Policy 8.5.6 Distribution of Literature on Campus