



### **Guidelines for Group Visits Requests**

- Based on availability, our Group Visit Program can only accommodate one group per day.
- We require a 2-week advance notice for all requests. Requests will only be received through our online visitation form ([www.delhi.edu/groupvisit](http://www.delhi.edu/groupvisit)). Once a request is received, a response (by email or phone) will be provided back within 2 to 3 business days on whether we can accommodate the request to the person listed on the request as the main group contact.
- Due to budget restrictions, we are unable to provide refreshments for our group visits. For a nominal \$5 per person charge, our Dining Services team can accommodate your group for lunch in MacDonald Hall, our main “All You Care to Eat” dining hall.
- It is required that for **every 10 students visiting, 1 chaperone** must be provided.
- All visiting students should be of appropriate college-bound age and have a genuine desire to tour SUNY Delhi.
- Chaperones are expected to review the following Code of Conduct below, review this Code of Conduct with the students in attendance and assist with the compliance of the Code of Conduct during their visit.
- Our campus tours are approximately 1 hour long with a substantial amount of walking. **\*Please notify us in advance if any member of your group requires a wheelchair or other accommodation.**
- A 48-hour notice is requested for all cancellations.

### **Code of Conduct for Student Visitors**

- During the campus tour and/or information session, please give your full respect to the members of the SUNY Delhi campus. It is expected that all electronics (Cell Phones, etc...) are turned off or put away. Headphones should not be visible.
- Visitors are expected to be well behaved, respectful to the campus operations and property and abide by the visitor policy noted in the SUNY Delhi Student Handbook.
- Visitors should stay together as a group with your tour guide.
- Students should be prepared to do a substantial amount of walking, dress according to the weather conditions, and wear comfortable shoes.
- If the conduct of the group is found to be unruly and disrespectful to the SUNY Delhi campus, the visit will immediately conclude and visitors will be brought back to their transportation. Future visits from your group may not be welcomed back and will be reviewed at the Discretion of the SUNY Delhi Group Visit Team.

**To submit your group visit request, please visit:**

**[www.delhi.edu/groupvisit](http://www.delhi.edu/groupvisit)**