# Criteria for Event Submissions

It is impossible to include all the wonderful STEM- or STEAM-related events that take place throughout Rhode Island.  As a result, we have established certain criteria for inclusion.

1. Events must have a statewide focus and must be related to science, technology, engineering, arts + design, and/or mathematics.

2. The Events Calendar promotes special events or opportunities only – not membership, board or other standing meetings.  Events that are restricted to members of an organization are also not accepted.

3. Other events not accepted include:
   a. Events of a commercia nature
   b. Events containing political endorsements or fundraising solicitations
   c. Events containing slanderous, unlawful, or obscene content
   d. Events of a personal nature.

4. Event announcements should be concise and easily understood.  Please be careful of the use of acronyms.  We reserve the right to edit submissions.

5. Event submissions must include contact information.  A website URL must be provided for additional information.  We will not include direct links to RSVP or registration forms.  The Events Calendar will not be responsible for inquiries which are not directed to your website.

6. **Announcements and questions will only be received at ristem@ric.edu.  Inquiries at any other email will not be answered.  Submissions are due ONE MONTH in advance of the event.**

7. The Events Calendar must be notified of any changes to or cancellation of an event so the necessary information may be posted.

8. We reserve the right to refuse any announcement that we judge does not meet the above criteria or is unsuitable to the Rhode Island STEM Center's vision and mission.  Time constraints may also prohibit the immediate posting of an event. Although we will do our best, the Rhode Island STEM Center cannot guarantee the posting of an event.

Thank you.