T-SHIRT INFORMATION FOR STUDENT ORGANIZATIONS

OFFICE OF UNIVERSITY COMMUNICATIONS
601.266.4491
www.usm.edu/uc
universitycommunications@usm.edu

See the graphic standards manual for detailed information on the attack eagle logo and the general university logo.
www.usm.edu/university-communications/graphic-standards

REQUIREMENTS
All T-shirts displaying the university name or a university logo should be approved through the Office of University Communications (UC).

If the university name is used, it should read as either
The University of Southern Mississippi
or
Southern Miss

UC does not require T-shirts to display a logo. However, if you choose to display a logo, there are three options for logo usage:
• Use the general university logo.
• Use a form of the attack eagle logo. UC can provide your organization with these logo files using your organization’s official name.
• Use a unique logo designed by the student group itself. UC does not design logos for student organizations, but we can provide guidance in this process and approval once the logo is created.

TIPS FOR CREATING YOUR OWN ARTWORK
Determine the color of the shirts as well as the number of ink colors you want to print on each side of the shirt before creating the artwork. The cost of the shirts is usually affected by how many colors you plan to print on both sides.

Don’t use copyrighted material. If you don’t own the artwork, then someone else does. This includes images taken from the Internet as well as registered names and logos. We also discourage parodying registered names and marks too closely. Be original.

Take time to proofread.

STEPS TO GAINING APPROVAL
Email vendor proof to universitycommunications@usm.edu. This proof will usually be in the form of a PDF and will be provided to you by the vendor. We cannot approve hand-drawn sketches or Word documents. Do not bring a hard copy of your artwork over to the UC offices for approval unless you call in advance to schedule an appointment; otherwise it is likely that a staff member will not be immediately available to approve your items.

You will generally receive an email back within a day, sometimes much sooner, but do not wait until the last minute to request review of your T-shirt by UC.