

Refer to Section {D}  
{College Relations & Development}Unit  
**Procedure for {D12 – Photography}**

---



1. The PR Office is in charge of all photography used in publications, advertising and we sites. Any need for a photographer should be discussed with the PR Director. The PR Director will preside over any photo shoots.
2. The PR Office maintains an archive of quality photos of Midway College campus and its people.