

UNIVERSITY OF GEORGIA
Development & Alumni Relations

MEDIA INQUIRY POLICY

When you are contacted by the media, please adhere to the following policy and best practices.

STEPS TO RESPOND TO A MEDIA INQUIRY

As a representative of the University of Georgia, you may be contacted by member(s) of the press to comment on current events, athletics, and more. When you are contacted by the media, please adhere to the following guidance.

If a member of the media reaches out to you for comment, interview, or information related to the University of Georgia, please do not respond directly. Instead, immediately notify your Alumni Relations liaison and share any details you have received (such as the reporter's name, outlet, topic, deadline and questions, if provided). Your Alumni Relations liaison will coordinate with the appropriate university partners and follow up with you regarding next steps. Please email alumni@uga.edu if you do not know who your Alumni Relations liason is or are not sure who to contact.

This process helps ensure that all media inquiries are handled thoughtfully, accurately, and in alignment with university guidelines, while also supporting you in your role as a volunteer representing UGA.