



Recycling Guidelines

The College has instituted a recycling program. Please familiarize yourself with the guidelines below. We encourage all community members to make a conscious effort to take advantage of the recycling program and lessen our impact on the environment.

Recycle bins are located on all three floors (locations are listed below). Please place all properly prepared recyclable items in the provided bins. The University's Maintenance Department will make regularly scheduled stops to each recycling bin.

RECYCLE BIN LOCATIONS

FIRST FLOOR

Outpatient Health Center
Business Office
Intern Lounge
Library
Archives
Research
Student Clinic
Copy Room

SECOND FLOOR

Near Freight Elevator
Dining and Assembly Hall
Copy Room
Student Copy Room
Outside Student Computer Lab
Admissions Kitchen
Maintenance Dock
Basic Sciences
Financial Aid
I.T.
Hallway across from Room 2093
Undergraduate Offices
Communications

SECOND FLOOR

Outside of Room 3112
Academic Services
Administration Kitchen
Foundation Kitchen
Foundation Work Room
Near Freight Elevator

RECYCLING GUIDELINES

MIXED PAPER

NO

Trash
Books (Hardback or Paperback)
Gift Wrap
Blueprints
Photographs and Carbon Paper
Plastic Bags or String
Paper Ream
Wrappers
Shredded Paper
Hanging File Folders
Frozen Food Containers
Egg Cartons
Paper Cups and Plates
Pet Food, Kitty Litter, Fertilizer or Charcoal Bags
Dark or Fluorescent Paper
Tissues or Paper Towels

YES

Newspaper
Catalogs
Ad Inserts
Magazines
Phone Books
Brochures
Office Paper
Manila Folders
Junk Mail



Recycling Guidelines

YES

Aluminum Cans
#1 PET Plastic (soft drinks, bottles, water bottles, etc.)
#2 HDPE Plastic (milk jugs, detergent bottles, etc.)
Glass Bottles

MIXED CONTAINERS/PLASTICS

NO

Trash
Plastic Bags
Vitamin or Prescription Bottles
Motor Oil Bottles
Film Canisters
Yogurt or Margarine Tubs
#3-#7 Plastic Containers
Six-Pack Holder
Automotive Product Bottles

***Please empty and rinse all containers**

***Labels are okay**

***Flatten large plastic bottles**

Please direct all questions regarding the recycling program to Frank Haney, director of facilities. Frank can be reached at ext. 1786. Or contact John McGlaughlin at John.McGlaughlin@cleveland.edu or 913-234-0667 (Ext. 1667).