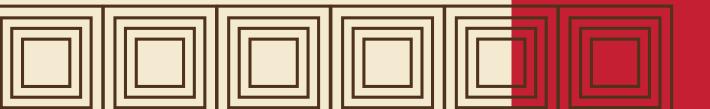
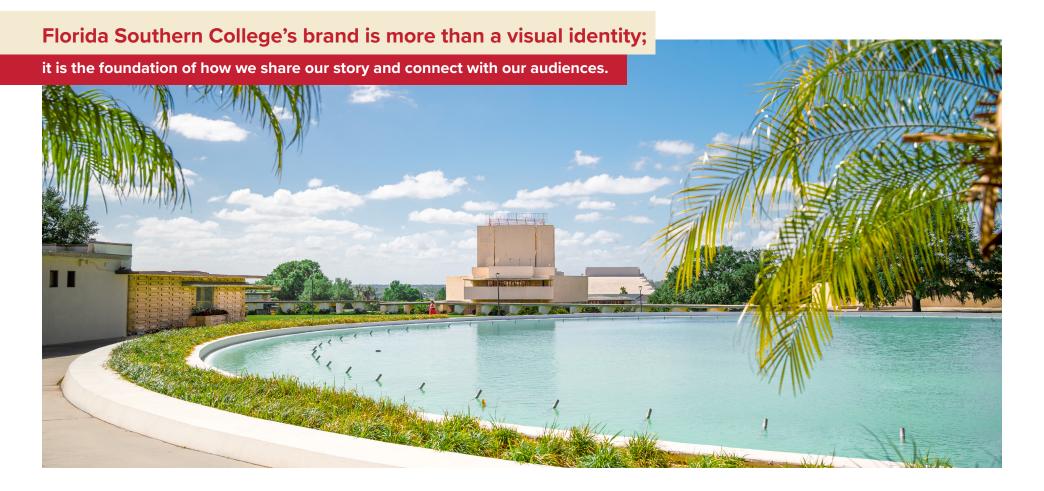


# Florida Southern College

**Brand and Messaging Guide** 





This Brand and Messaging Guide establishes the official standards for the College's visual, verbal, and written identity, ensuring that all materials accurately reflect its history, values, and mission. Adherence to these guidelines is required to maintain a consistent and professional brand presence that aligns with who we are as an institution. Consistent application strengthens recognition of the Florida Southern brand, builds trust with our audiences, and supports the College's mission. Each element, from logos and colors to typography and tone of voice, must work together to create a unified image that represents the College with accuracy and integrity. The messaging principles outlined in this guide define how we communicate our story clearly, confidently, and authentically, so that every message reinforces the essence of the Florida Southern experience. All College offices and departments are expected to follow these standards.

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# Section 1: Logos

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#### **Primary & Secondary Logos:**

The Florida Southern College logo and its approved variations are finalized artwork and must always be used as provided, without recreation or redesign. This includes: altering typefaces, replacing or adding graphic elements, adjusting the scale or proportions of the logo, and making any other changes.

For logo variations, please refer to page 10 of the Brand and Messaging Guide.

To maintain the integrity and consistency of our brand, any variations of the approved logos and marks, including changes to color, background, or application, must be approved by the Office of Marketing and Communications before use.

#### **Primary Logo**



All official Florida Southern College logos must retain the registered trademark symbol (®) in every instance of use across print and digital media.

Secondary Logo



#### Chapel Mark



All official Florida Southern College logos must retain the registered trademark symbol (®) in every instance of use across print and digital media.

#### **Short Form Logo**



#### Chapel Mark & Short Form Logos:

The independent Chapel Mark is intended for use only within the College campus. It may appear on campus shuttles, facilities and other internal applications. Because of its limited and specialized function, any use of the independent Chapel Mark must be approved in advance by the Office of Marketing and Communications.

The Short Form Logo may be used in small-scale applications on print materials, provided that either the Primary or Secondary Logo is also present.

For example, a presentation might feature the full Primary Logo on the cover page, with the Short Form Logo placed in the footer of the slides for continuity. In this way, the Short Form Logo supports brand recognition without replacing the main identity.

For logo variations, please refer to page 10 of the Brand and Messaging Guide.

All official logos are available in the FSC Portal under the Brand tab.



#### Official College Seal:

The Florida Southern College Seal is an official mark of the institution and is reserved for formal and ceremonial purposes only. Appropriate uses include diplomas, transcripts, formal certificates, and select presidential, trustee-level, or Academic Affairs communications.

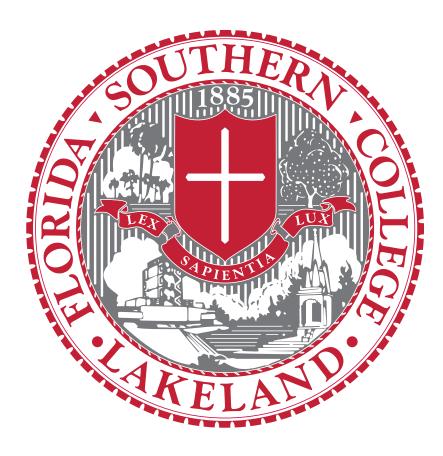
The Seal should not be used in general marketing materials or any informal applications.

Any proposed use of the Seal outside the approved areas must be reviewed and approved by the Office of Marketing and Communications in advance to ensure the integrity and appropriate representation of this formal symbol of the College.

For logo variations, please refer to page 10 of the Brand and Messaging Guide.

The Official College Seal is available in the FSC Portal under the Brand tab.

#### Official College Seal



# Official Chapel Mark Departmental Logos:

To preserve a clear and consistent College identity, departments should use only the approved logo formats shown on this page.

For Academic Schools Only: The Chapel Mark School logos may be used only in informal or secondary applications, such as smaller-scale print materials or merchandise, but it must never replace the official Seal logos in academic or formal contexts (see pg. 9).

For logo variations, please refer to page 10 of the Brand and Messaging Guide.

All official logos are available in the FSC Portal under the Brand tab.

#### **Primary**

Chapel Standard (Minimum width: 1.5")



Secondary (provided per request)

Chapel Stacked (Minimum width: 1.5")

Chapel Alt (Minimum width: 1.5")







#### Official Academic Seal Logos:

For Florida Southern College Academic Affairs and Schools, the official departmental logo is used in combination with the College Seal and will serve as the primary logo.

The Seal Standard and Seal Stacked logos may not be smaller than 2.5" in width. Neither logo has a maximum size.

The College Seal logos may not be used for embroidery; instead, the Chapel Mark logos should be used as the standard option for embroidery.

For logo variations, please refer to page 10 of the Brand and Messaging Guide.

All official logos are available in the FSC Portal under the Brand tab.

#### **Primary**

Seal Standard (Minimum width: 2.5 inches)



Secondary (provided per request)

Seal Stacked (Minimum width: 2.5 inches)





#### Logo Variations:

To allow for broad and flexible use, all official logo or mark compositions are available, per request, in four variations: one-color red, one-color black, grayscale, and reverse knockout (white).

The reverse (knockout) logo should be applied on color or photographic backgrounds, ensuring sufficient contrast for clear visibility.

The black logo is intended for one-color printing applications.

Reverse (knockout)



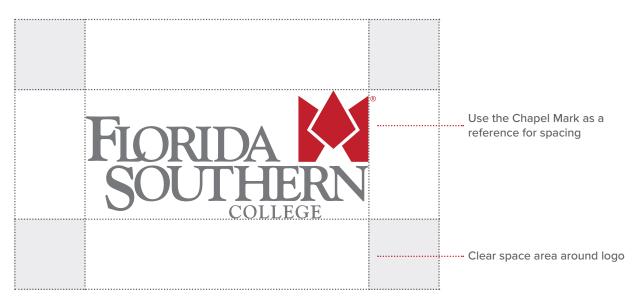
One-Color Black, Red, and Gray







#### Primary Logo (Minimum size: 1.5" x 0.663")



#### Secondary Logo (Minimum size: 2.5" x 0.2285")



#### Spacing & Sizing:

The College logo must always appear in a professional manner, free from overlapping or surrounding graphics, images, or text in all print formats.

Adherence to the illustrated spacing guidelines, measured by the Chapel Mark, is required.

For legibility, the Primary Logo may not be reproduced smaller than 1.5 inches wide in print, and the Secondary Logo no smaller than 2.5 inches wide.

#### Logo



#### Graphic



#### Logo:

- A logo is a permanent identity mark that represents the College or a department.
- It does not change once it is created it is designed for long-term recognition.
- Logos are not themed, seasonal, or tied to a single event.

#### Graphic:

- A graphic is creative, flexible, and designed for a specific event, initiative, or campaign.
- It can incorporate themes, imagery, and colors that make sense for the occasion.
- Graphics are temporary and can change from year to year depending on the event.

#### Student Organizations & Affiliates:

Student organizations that choose to develop their own logo may not use or incorporate official Florida Southern College logos or marks without prior approval from the Office of Marketing and Communications. Organizations and affiliates are encouraged to collaborate with their department leadership to ensure their logos align with the College brand standards.



# Section 2: Color & Typography

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#### **Color Palette:**

The Florida Southern College color palette is organized into three levels: Primary, Secondary, and Tertiary.

#### **Primary Colors**

FSC Red is the defining color of the brand and must be prominently featured in all designs, unless otherwise approved by the Office of Marketing and Communications Primary colors should remain the most dominant in every application.

#### **Secondary Colors**

Secondary colors are intended to complement the Primary palette. In select cases, they may appear more prominently; however, FSC Red must still be incorporated unless prior approval is granted.

#### **Tertiary Colors**

Tertiary colors should be used sparingly. Their purpose is to enhance visual design through accents and subtle layers of visual interest, without overshadowing the Primary or Secondary palettes.

Do not modify the colors, including their transparency or saturation.

#### **Primary**



#### FSC Red C: 16 R: 193 M: 100 G: 0

M: 100 G: 0 Y: 86 B: 42 K: 6

hex: c1002a PMS 200C



#### White

C: 0 R: 255 M: 0 G: 255 Y: 0 B: 255 K: 0

hex: ffffff

#### Secondary



Esplanade Beige C: 4 R: 245 M: 7 G: 233

Y: 18 B: 210 K: 0

hove f

hex: f5e9d2

#### **Medium Gray**

C: 30 R: 181 M: 24 G: 180 Y: 24 B: 81

K: 0

hex: b5b4b5

#### **Light Gray**

C: 0 R: 234 M: 0 G: 234 Y: 0 B: 234

K: 8

hex: eaeaea

#### **Tertiary**



 Dark Gray

 C: 3
 R: 112

 M: 0
 G: 115

 Y: 1
 B: 114

K: 55

hex: 707372

#### Sky Blue

C: 23 R: 181 M: 7 G: 219 Y: 0 B: 235

K: 8

hex: b5dbeb

#### Dark Brown

C: 47 R: 79 M: 68 G: 51 Y: 85 B: 28

K: 57

hex: 4f331c

#### Clay C: 2

C: 24 R: 196 M: 39 G: 154 Y: 62 B: 111

K: 1

hex: c49a6f

#### Samples









#### Header/Serif

Sabon Bold Sabon Bold Italic

#### **Body/Sans Serif**

**Proxima Nova Black** Proxima Nova Black Italic **Proxima Nova Extrabold** Proxima Nova Extrabold Italic Proxima Nova Medium Italic Proxima Nova Bold

Proxima Nova Bold Italic

Proxima Nova Semibold Proxima Nova Semibold Italic Proxima Nova Medium Proxima Nova Regular Proxima Nova Italic

Proxima Nova Light Proxima Nova Light Italic Proxima Nova Thin Proxima Nova Thin Italic

#### Special Use/Script

The College's preferred script font is intended for refined or formal communications. It should function only as a title script and must be used sparingly.







#### Special Use/Alternative Header

This specialty, all-cap font may only be used when requested through the Office of Marketing and Communications.

WRIGHT DAYTONBOLD

WRIGHT DAYTONREGULAR

WRIGHT DAYTONI IGHT

#### **Approved Alternative Fonts**

For all internal and external communications—including letters, emails, presentations, and formal documents--simple serif or sans serif fonts are recommended for readability and brand consistency. Preferred simple serif fonts: Times New Roman, Georgia, Cambria. Preferred sans serif fonts: Calibri, Arial, Helvetica. Avoid decorative or script fonts in official or digital communications.

#### Typography:

Florida Southern College's primary typefaces are Sabon and Proxima Nova. Sabon should be used for headlines and titles, while Proxima Nova should be used for body text.

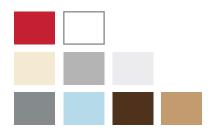
Sabon and Proxima Nova should be used for all print and digital marketing collateral representing the College's official brand, including marketing collateral, advertisements, and publications.

Fonts should never be stretched. compressed, or otherwise manipulated.

#### Do...

# FIORIDA SOUTHERN

Use the official logos and their approved sizing.



Use the approved color palette.

#### Don't...







Do not change the font.



Do not add effects like drop shadow, bevel, etc.



Do not pair the logo or mark too closely with another logo.



Do not make the logo or mark transparent.



Do not crop the logo or mark.



Do not angle the logo or mark.



Do not add decorative elements.



Do not place the logo or mark on top of or inside of an element.



Do not place images inside of the logo or mark.

**NOTE:** These are just a few examples of what not to do. If you are unsure if your use of the logo is allowed, please contact the Office of Marketing and Communications.





# Section 3: Business Collateral

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#### FirstName LastName

Title
School/Office/Department of XXXXXX
Florida Southern College
111 Lake Hollingsworth Dr.

Lakeland, FL 33801

o: 863-680-XXXX email@flsouthern.edu

www.flsouthern.edu



Cambria Bold 12 pt

Calibri 11 pt

Please note: If approved fonts are unavailable, use a simple serif or sans serif font. Preferred simple serif fonts: Times New Roman, Georgia, Cambria. Preferred sans serif fonts: Calibri, Arial, Helvetica.

The College logo in the email signature is **optional**; however, its use is encouraged to maintain brand consistency and visual recognition across all communications.

#### **Email Signatures:**

A standardized signature helps recipients quickly recognize official communications, reinforces the College's brand identity, and builds trust with both internal and external audiences.

Please use the Florida Southern Email Signature template, as displayed here.

Individual details, such as business hours, availability, or contact instructions, may appear in the email body above the signature block but should not be included within the regulated signature.

Use black text only.

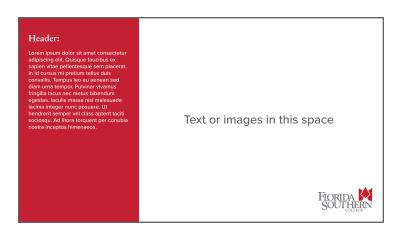
#### **MOBILE APP:**

Since the Outlook mobile app does not support HTML formatting, logos and images won't display correctly and may appear as attachments. Therefore, it is advised not to use the logo in your mobile email signature.



# Header: Lorem ipsum dolor sit amet consectetur adipiscing pelle (Ouisque faucibus ex sapien vitas pellentesque sem placerat, in id cursus mi pretium tellus duis convallis. Tempus eu aneans sed diam urna tempor Pulvinar vivamus fringilla lacus nece us aneans ed diam urna tempor Pulvinar vivamus fringilla lacus neces buseneum egestas. Loculis massa nisl malesunda lacinia integer nuo posure. Ut hendrent semper vel class aptent taciti sociosqu. Ad interpreta per conubia nostra inceptos himenaeos.

Text or images in this space
FIGRIDA SOUTHERN



#### **Presentations:**

Official college presentations should follow the suggested layouts provided, with the Florida Southern College logo clearly visible and unobstructed in the lower left or right corner. Consistent use of these layouts helps maintain a professional appearance and reinforces the College's brand identity across all communications. Avoid resizing, distorting, or altering the logo, and ensure that text and images do not overlap or interfere with its visibility.



111 Lake Hollingsworth Dr. Lakeland, FL 33801 863.680.4111 | flsouthern.edu

#### Dear FirstName LastName,

Lorem ipsum dolor sit amet consectetur adipiscing elit. Quisque faucibus ex sapien vitae pellentesque sem placerat. In id cursus mi pretium tellus duis convallis. Tempus leo eu aenean sed diam urna tempor. Pulvinar vivamus fringilla lacus nec metus bibendum egestas. laculis massa nisl malesuada lacinia integer nunc posuere. Ut hendrerit semper vel class aptent taciti sociosqu. Ad litora torquent per conubia nostra inceptos himenaeos.

Lorem ipsum dolor sit amet consectetur adipiscing elit. Quisque faucibus ex sapien vitae pellentesque sem placerat. In id cursus mi pretium tellus duis convallis. Tempus leo eu aenean sed diam urna tempor. Pulvinar vivamus fringilla lacus nec metus bibendum egestas. laculis massa nisl malesuada lacinia integer nunc posuere. Ut hendrerit semper vel class aptent taciti sociosqu. Ad litora torquent per conubia nostra inceptos himenaeos.

Lorem ipsum dolor sit amet consectetur adipiscing elit. Quisque faucibus ex sapien vitae pellentesque sem placerat. In id cursus mi pretium tellus duis convallis. Tempus leo eu aenean sed diam urna tempor. Pulvinar vivamus fringilla lacus nec metus bibendum egestas. laculis massa nisl malesuada lacinia integer nunc posuere. Ut hendrerit semper vel class aptent taciti sociosqu. Ad litora torquent per conubia nostra inceptos himenaeos.

Lorem ipsum dolor sit amet consectetur adipiscing elit. Quisque faucibus ex sapien vitae pellentesque sem placerat. In id cursus mi pretium tellus duis convallis. Tempus leo eu aenean sed diam urna tempor.

Salutation,

Signature

FirstName LastName



FIRSTNAME LASTNAME Address 1 City, State ZIP

#### **Stationery:**

Official stationery should remain clean and professional, with the Florida Southern College logo placed prominently in the upper left corner. On letters, the logo must be sized at 2.5 inches wide, and a simple sans serif or san serif should be used as the primary font.

The phone number may be substituted with the office or department number if preferred.

Envelopes should display the following elements in the upper left corner, in order:

- The Florida Southern College logo
- The office, department, or school name
- The College address

#### Name Tags



#### FirstName LastName Title or School/Office/Department

#### **Business Cards**



FirstName LastName

School/Office/Department Name

email@flsouthern.edu

111 Lake Hollingsworth Drive Lakeland, Florida 33801-5698 o: 863-680-XXXX

c: XXX-XXX-XXXX

#### Name Tags & Business Cards:

Florida Southern College name tags and business cards appear as displayed on this page. These items should be ordered through the Office of Business Affairs and should never be recreated by an individual or another department, to maintain consistency and brand recognition.

flsouthern.edu



# Section 4: Athletics

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#### Athletics-Only Logos:

The Circle Mocs and Snake Head Diamond logos are reserved exclusively for Athletics, including the Wellness Center. They may not be used by Academic Affairs, Student Life, or any other non-Athletics departments without prior approval from the Athletics Communications or the Office of Marketing and Communications.

For more information, please refer to the Athletics Brand Guide.

#### **Primary Logo**



#### Secondary Logo



#### **Athletics-Only Color Palette:**

The primary colors of the Florida Southern College Athletics palette include FSC Red and Pure White.

FSC Blue and Columbia Blue should be used sparingly in designs.

Black should never be used outside of plain text.

Light, Medium, and Dark Gray may be used as a background or merchandise color.

For more information, please refer to the Athletics Brand Guide.

#### **Primary**



#### **FSC Red** C: 16 R: 193 M: 100 G: 0 Y: 86 B: 42 K: 6

#### White

C: 0 R: 255 M: 0 G: 255 Y: 0 B: 255 K: 0 hex: ffffff

#### Secondary



#### **FSC Blue**

hex: c1002a

C: 95 R: 8 M: 64 G: 73 Y: 27 B: 140 K: 8

hex: 08498c



#### Columbia Blue

C: 34 R: 116 M: 0 G: 200 Y: 0 B: 235

K: 0 hex: 74c8eb

#### Athletics-Only Typography:

Florida Southern College Athletics official fonts include New Order Bold and Proxima Nova, both of which are officially licensed Adobe fonts.

New Order Bold is limited to Athletics use only, while Proxima Nova is shared across all brand identities.

For more information, please refer to the Athletics Brand Guide.

#### **Primary**

#### **New Order Bold**

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 0123456789

#### Secondary

#### **Proxima Nova Bold**

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 0123456789

#### Proxima Nova Regular

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 0123456789

#### **Reminders:**

To the right are examples of common misuses of the FSC Athletics logos. Misuses are not limited to the following examples. Please refer to Athletics Brand Guide or reach out to Athletics Communications or the Office of Marketing and Communications for further clarification.

- DO NOT stretch, skew, distort, rotate or otherwise manipulate ANY of the logos.
   DO NOT change any of the text in the
- DO NOT change any of the text in the logos.

Sports specific artwork must be obtained from the Department of Athletics.

For more information, please refer to the Athletics Brand Guide.



Do not rotate.



Do not change the colors.



Do not distort.



Do not change the text.



# Section 5: Messaging

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# Vision, Mission & Cornerstone Values

#### Vision

To be nationally distinguished for the exceptional outcomes of our transformative model of engaged learning, producing graduates prepared to thrive personally and professionally in a global society. Through sustained affiliation with The United Methodist Church and situated on the iconic Frank Lloyd Wright campus, the College will continue to be grounded in Judeo-Christian ethical principles and inspired by visionary innovation.

#### Mission

To equip students to lead lives of positive and consequential impact on society through dynamic, engaged learning in our iconic setting and beyond.

#### **Our Cornerstone Values**

Florida Southern seeks to create and nurture a community of lifelong scholars who hold one another accountable to the high ideals, vision, and mission of the College. Built upon the Judeo-Christian principles on which our College was founded, a Florida Southern Scholar will:

- Practice personal integrity and excellence of character in all areas, expecting the same from others.
- Honor the dignity, value, and worth of all persons while learning from the differences in others' backgrounds, heritage, ideas, thoughts, and opinions.
- Respect the rights and property of others.
- Demonstrate concern for others and our collective need for conditions that promote personal growth and success.
- Contribute to the rich heritage left by those who have preceded us and work to leave the College a better place for those who
  follow.

### Institutional Names & References

- Florida Southern College should always be written in full on first reference.
- On subsequent references, you may use FSC.
- In internal and external communications, "the College" is preferred as a second reference and should be capitalized only when referring specifically to Florida Southern as a proper noun.
- "Florida Southern" may be used in informal or internal communications such as social media captions.
- Do not use "Fla. Southern," "F.S.C.," or any abbreviation other than FSC.

#### **Schools and Programs**

All schools and programs should use the full name and capitalization on first reference.

# The Barney Barnett School of Business and Free Enterprise

- Acceptable on second reference: the School of Business and Free Enterprise, the School of Business, the business school.
- Do not shorten to Barnett School, Barnett Business School, or any other variation.

#### **Doctor of Physical Therapy Program**

 Acceptable on second reference: the DPT program or the physical therapy program.

#### The Ann Blanton Edwards School of Nursing and Health Sciences

 Acceptable on second reference: the School of Nursing and Health Sciences.

The School of Architecture, School of Arts and Sciences, and School of Education should always be written in full.



# Institutional Affiliates & Campus Landmarks

#### **Affiliates**

Florida Southern College has two formal affiliates.

- The Ashley Gibson Barnett Museum of Art should be written in full on first reference. "The AGB" or "the Museum" are both acceptable on second reference. When the Museum is referred to as The AGB, the word The is always capitalized.
- The Roberts Academy should always be written in full and never shortened to "Roberts," "Academy," or "The Academy." Always capitalize the word The when referencing The Roberts Academy.

#### Frank Lloyd Wright Campus and Architectural References

- Use Frank Lloyd Wright Campus on first reference; capitalize all words and never pluralize.
- Acceptable second references: the Wright Campus or Wright-designed buildings.
- Avoid casual forms such as "the Wright buildings" or "Wright architecture at FSC."
- Capitalize and spell out full building names on first reference (e.g., Annie Pfeiffer Chapel, Danforth Chapel, Water Dome).
- On second reference, "the Chapel," is acceptable when context is clear.
- Use phrasing such as "designed by Frank Lloyd Wright" or "part of the Frank Lloyd Wright Campus at Florida Southern College."
   Avoid possessive forms like "Frank Lloyd Wright's Florida Southern College."
- The Frank Lloyd Wright Campus is a National Historic Landmark and a defining feature of the College's identity. An example of approved phrasing includes: Florida Southern College's Frank Lloyd Wright Campus, designated a National Historic Landmark in 2012, features the largest collection of Wright-designed structures in a single location.
- For photography, video, or written descriptions, consult the Office of Marketing and Communications to ensure brand and historical accuracy.



# Editorial & Style Standards

#### **Editorial**

For official public relations communications, Florida Southern College follows Associated Press (AP) style because it provides a clear, consistent, and widely recognized standard for news and media writing. Using AP style ensures that all college communications align with professional journalism practices and are easily understood by external audiences, including reporters, editors, and the public.

Writers and communicators across the College are encouraged to consult the AP Stylebook for general rules, and this guide for Florida Southern-specific applications.

When referencing alumni, always include their class year immediately following their name, using an apostrophe before the year. For example: Jane Smith '12. If referring to multiple alumni, separate names and years with commas: John Adams '08, Mary Thomas '10, and Robert Lewis '15.

When noting graduate degrees, list them after the class year, separated by a comma and abbreviated according to AP style conventions. For example: Lisa Perez '09, MBA '14 or Michael Brown '11, DPT '15.

#### Voice, Tone, and Messaging Principles

- · Communicate with clarity, warmth, and authenticity.
- Use active voice and positive, engaging language.
- Keep messages concise and focused on the audience.
- Reflect the College's core strengths: academic excellence, innovation, student success, engaged learning, leadership, community connection, and our iconic and historic setting.



# Media Relations & Communications

#### **Emergency & Crisis Communications Best Practices**

- All official communications during emergencies are managed by the FSC Emergency Management Team with the Office of Marketing and Communications.
- If contacted by the media, do not make independent statements—refer all inquiries to the Office of Marketing and Communications.
- Only designated spokespersons may issue official responses on behalf of the College.
- The Emergency Management Team will coordinate timely, factual updates through approved channels, including campus alerts, official statements, and social media.
- Faculty, staff and students should follow official guidance and avoid sharing unverified information.

#### PR & Media

The goal of the Office of Marketing and Communications is to share engaging, authentic stories that highlight Florida Southern College's academic excellence while strengthening our connection with the Lakeland community and upholding the College's brand integrity. Newsworthy events, along with student, alumni, and faculty achievements, provide valuable opportunities to showcase Florida Southern's success across local, regional, and national media

If you have a story idea that may be of interest to the media or wish to write an opinion piece for a publication, please contact the Office of Marketing and Communications for guidance. If a reporter contacts you directly, please notify the Office. We will work with you to determine if the opportunity aligns with the College's communications goals and assist you in preparing an appropriate response.

To request a press release, please submit a marketing request form located on the FSC portal.



# Family of Brands



COUNSELING

CENTER

















































































## **Branded Family**





FLORIDA SOUTHERN COLLEGE®

Campus Ministries

Office of Marketing & Communications

FIORIDA SOUTHERN COLLEGE®



Department of Enrollment Management

FIORIDA SOUTHERN COLLEGE®







The Office of Marketing and Communications marketing@flsouthern.edu

