

Registered Student Organization Cubicle Application Fall 2015

Most Registered Student Organizations (RSO)'s have the opportunity to apply for shared workspace in the MSC: Student Union, Suite 207 and Pride Commons. Organizations that are granted workspace have access to a shared computer (with internet access) and printers. Organizations that have workspace must agree and abide by the guidelines set forth in the RSO Cubicle Agreement.

Please complete the following information regarding the RSO and answer the questions that follow. The Multicultural Student Center (MSC) will determine which groups are to be granted workspace based on this application. Criteria includes, but is not limited to, the number of active student members, number and type of programs sponsored by the organization, attendance at monthly KoRT and MSC meetings, and the impact of the organization on student life at UCF. **Cubicle Applications are due Friday, August 7th.** Please submit all application materials to the front desk of Student Union, Suite 207.

Full Name of Organization: _____

Organization Contacts- (President and Contact/Additional Officer; Advisor):

1. Name: _____ Email: _____
2. Name: _____ Email: _____
3. Name: _____ Email: _____

Please provide full listing of all executive officers with contact information.

Officers should match the most recent Update Form submitted to OSI.

PLEASE ANSWER THE FOLLOWING QUESTIONS:

Do any individuals of the organization benefit financially from the organization? YES NO
Does the organization have access to any other workspace (in an academic building or office)? YES NO

If YES, Where? _____

What equipment does the organization have access to? _____

How many hours per week will the organization use the space? _____

We, the undersigned members of, _____, understand that completion of this application does not in any way guarantee office space for our organization, and that this application is not a lease. We acknowledge and understand that if our organization receives space, our use of the space is subject to compliance with all rules and regulations of the space and University of Central Florida, and is subject to review. We understand and acknowledge that failure to abide by all applicable rules and regulations may result in revocation of our space use privileges. The information provided in this application is, to the best of our knowledge, correct and complete.

Signature of President Date

Signature of Contact/Additional Officer Date

Signature of Advisor Date

<i>Office Use Only</i>	
Date Received: _____	Date Reviewed: _____
Cubicle Granted: No _____ Yes _____	Station # _____

Please Answer The Following Questions On A Separate Piece Of Paper and Attach To The Cubicle Application: (Please limit responses to a total of 2 typed pages)

1. Does the organization have a "peak season(s)" for office space needs? If yes, when does the "peak" occur?
2. List the events/programs your organization sponsors annually, include times and location for Fall and Spring if available.
3. Describe the organization's impact on student life at UCF.
4. Is there any other information that should be considered? Such as special accommodations.