

THE UNIVERSITY OF TEXAS AT DALLAS
OFFICE OF THE EXECUTIVE VICE PRESIDENT AND PROVOST
AD 2.108, MAIL STATION AD 23, 972-883-2271

FACULTY OR STAFF ORGANIZATION REGISTRATION FORM

NAME OF ORGANIZATION

SEMESTER/YEAR

AUTHORIZED OFFICERS OR REPRESENTATIVES

A faculty or staff group that wishes to use university facilities must be registered with the Office of the Executive Vice President and Provost. A group of five or more faculty and/or staff is eligible to register. Regents' *Rules and Regulations* (Rule 40201, Sections 1 and 4) require that a list of authorized representatives be submitted as part of registration at the beginning of each semester and that the information be kept current by the registered group.

NOTE: *The following is considered public information.*

The person(s) completing this form must determine that each representative understands the information is available to the public.

At least two (2) representatives must be listed.

The first person listed will receive mailed information.

PLEASE TYPE OR PRINT ALL INFORMATION

1
NAME OF REPRESENTATIVE

PHONE EXTENSION

SIGNATURE

MAIL STATION

OFFICE HELD IN ORGANIZATION

2
NAME OF REPRESENTATIVE

PHONE EXTENSION

SIGNATURE

MAIL STATION

OFFICE HELD IN ORGANIZATION

MEMBERSHIP:

NUMBER OF FACULTY/STAFF MEMBERS OF PROPOSED ORGANIZATION AT TIME OF APPLICATION. THE APPLICANT ACKNOWLEDGES THAT ONLY UTD FACULTY, STAFF, AND STUDENTS MAY BE MEMBERS (RULE 40201, SECTION 3, REGENTS' RULES AND REGULATIONS).

SIGNATURE OF APPLICANT

DATE

APPROVED:

REGISTRATION EXPIRES ON:

VICE PROVOST

DATE

DATE

Please return to the attention of the Vice Provost at the mail station noted above.

Revised 5/2/06