

Department of Student Life
Major Events Policy Exemption Form

This form must be submitted 7 days BEFORE the event for the exemption to be considered.

Name of Organization	
Name of Event	
Location of Event	
Date of Event	
Time of Event	
Event Coordinator	
Event Coordinator Phone/E-Mail	
Advisor	
Advisor Phone/E-Mail	

Specific Exemption Requested
<input type="checkbox"/> Police <i>(Please state the specific exemption you are requesting and your related rationale below.)</i>
<input type="checkbox"/> Number of non-University guests <i>(Please state your rationale below.)</i>
<input type="checkbox"/> Other <i>(Please specify & state your rationale below.)</i>

Written Request for Exemption
<i>Please include historical information about the event and specific reasons why the exemption should be granted.</i>

Additional Information
<i>Is there any additional information you would like us to consider as we review your request?</i>

Signatures:

Event Coordinator/Date

Student Life Representative/Date

Dean of Students/Date

For Office Use Only:
Advisor contacted & approved: <input type="checkbox"/> Yes <input type="checkbox"/> No
Sent to UAPD?: <input type="checkbox"/> Yes <input type="checkbox"/> No
Overall approval? : <input type="checkbox"/> Yes <input type="checkbox"/> No
Additional notes/comments: