

# **EXEMPTION FROM CUID ONLY POLICY**

## **University Event Management**

Alfred Lerner Hall, 2920 Broadway, Suite 704, New York, NY 10027

All Recognized Student Group Special Events are subject to a CUID-only rule. Exemptions to this rule are available and will be granted where possible on case by case basis.

Please note events with alcohol do not qualify for exemption.

Exemption from CUID only policy for events are granted:

(a) When the event features student participation

(b) Considering the safety and security of all participants and audience

Use this form to request an exemption to the CUID-only rule. Requests may be submitted in person to UEM after you receive advisor approval and sign-off. Submission of this form does not guarantee an exemption. Confirmations will be administered by UEM and will be sent via email.

### **GROUP INFORMATION:**

Representative's Name: \_\_\_\_\_

Representative's Email: \_\_\_\_\_

Representative's Title: \_\_\_\_\_

Representative's Phone: \_\_\_\_\_

Recognized Student Group: \_\_\_\_\_

Group Email: \_\_\_\_\_

### **EVENT INFORMATION:**

Event Name: \_\_\_\_\_

Event Location: \_\_\_\_\_

Event Date: \_\_\_\_\_

Event Start Time: \_\_\_\_\_

Event End Time: \_\_\_\_\_

### **Event Type**

*Please select which special circumstance applies to your request:*

Interschool Collaboration

Conference

Student Party

Forum

Student Performance

Workshop

Competition

Other

### **Description of Event:**

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### **SIGNATURES:**

All Recognized Student Groups must have Advisor's approval to be considered for exemption.

**Requests will not be processed without Advisor's signature.**

Advisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

With your signature, you agree to be responsible for knowing and adhering to Columbia University Event Management policies.

Representative Signature: \_\_\_\_\_

Date: \_\_\_\_\_