

SPECIAL FACILITIES GROUP SCHEDULING PRIORITY LIST

(For dates during the next Academic Year)

General categories of Miami University space user groups are identified below (with examples provided for each category). Priority scheduling for event dates during the next Academic Year of Special Facilities' buildings and areas is as follows:

Note: Dates in parentheses indicate the earliest that space can be reserved and the latest the priority remains for requests during the upcoming academic year. Users listed in each category are not shown in a priority order. All users in each category have equal standing.

- 1) University Events (December 1 through January 31)
 - Commencement
 - Convocation
 - President's Office
- 2) University Mission (December 1 through January 31)
 - Admission
 - Alumni Office
 - Center for American and World Cultures
 - CPPO Job Fair
 - Intercollegiate Athletic Events
 - Performing Arts
- 3) Academic Department (February 1 through 28)
 - Intercollegiate Athletic practices
 - Music Department
(Must be performance groups listed in the academic course schedule)
 - ROTC events
 - Theatre Department
(Must be performance groups listed in the academic course schedule)
- 4) Academic Mission (February 1 through 28)
 - Departmental lectures
 - Honor's Program
 - Oxford Chamber Orchestra
- 5) Registered Student Groups (March 1 through 31)
 - Concert Board
 - Dance Theatre
 - IFC/Panhel
 - Indian Students Association
- 6) Non-university groups (after March 31)

Any group submitting a request after their priority deadline will be granted use on a first come, first served basis.