Recognized Student Organizations
Fall 2020 Scheduling Lottery
March 30 – April 12

❖ The RSO Lottery is the first opportunity for student organizations to schedule events and meetings for the next semester. Open scheduling for the next semester becomes available after the RSO lottery is completed.

❖ Fall 2020 RSO Lottery room requests will be accepted from recognized student organizations between March 30 and April 12. This year’s RSO Lottery will be held entirely online.

❖ Lottery numbers will be generated through a random number generator program. This number will be used to determine the order by which all RSO space will be scheduled for the fall semester. No action from the organization is necessary for this to happen.

❖ Online requests will be accepted until Sunday April 12. When submitting multiple requests, be sure to indicate scheduling priority order.

❖ The RSO Lottery runs in rounds. During the first round of scheduling, one classroom request and one major event will be scheduled (based on space availability). If your group has additional requests, they will be scheduled (as available) in order of priority as noted on the form by the student organization.

❖ Requests received after the RSO Lottery closes on April 12, will be processed in the order in which they are received, after all RSO Lottery requests have been honored.

Dates to keep in mind when completing your requests:

- First Day of Class: August 26
- Family Weekend: September 25 - 27
- Fall Break: October 10 - 13
- Homecoming Weekend: October 15 - 18
- Thanksgiving Break: November 25 - 29
- Last Day of Class: December 4

TIPS FOR SCHEDULING

- If you are graduating please list an alternate contact for the Fall semester
- Please use your full RSO name. No Greek letters or acronyms.
- To expedite the process, provide alternate rooms, dates, and/or times
- Prioritize your events. Rank multiple submissions in the order you would like them scheduled.
- If you are interested in tabling at the Sadler Center & Campus Center, utilize the same form and select Campus Center Lobby, Sadler Center Atrium or Terrace, as your location.(You can schedule either the Sadler Center or Campus Center (not both) for up to 5 consecutive days per tabling.)