

REGULATIONS OF THE  
UNIVERSITY OF FLORIDA

2.012 Use of University Facilities and Services; Charges for Use and Admissions Charges.

(1) Fees for use of University facilities, including the use of outdoor areas as permitted under University of Florida Regulation 2.005, shall be charged as follows:

(a) Fees shall be charged to non-university groups, organizations and persons for the use of University facilities. The fees shall be set by the authority controlling the facility and approved by the President or President's designee. Any additional services required by the user will be billed separately to the user by the department performing the service.

(b) University groups, organizations or persons and University affiliated persons, organizations, and groups shall be charged for the direct cost of services they require in the use of University facilities.

(2) Borrowing fees shall be charged for University of Florida library users who have no University of Florida affiliation.

(a) The fee shall be \$40.00 for four (4) months or \$100.00 for one (1) year for the general public. Members of the University of Florida Alumni Association or the Howe Society (the Friends of the University of Florida Libraries Special Collections) shall pay \$30.00 for four (4) months or \$75.00 for one (1) year.

(b) Individuals paying this fee will be entitled to borrow up to ten (10) items for a 3-week loan period, but shall not be entitled to remote access to databases licensed by the Libraries or the use of interlibrary loan.

(3) The President or designee shall have the authority to waive or reduce any fee authorized under subsections (1) and (2) above if the President or designee determines that such action furthers specific University program(s) and the University's mission.

(4) Photographic reproductions (negatives, slides, and prints) of materials owned by the University of Florida Libraries are made only upon payment of the appropriate fee. The requestor must obtain all necessary permissions for the copying, including copyright permissions, and must indemnify the University of Florida for any claims arising from the reproduction. The "George A. Smathers Libraries, University of Florida Reproduction and Use of Images Fee Schedule" (5-01) and "George A. Smathers Libraries, University of Florida Policy on Reproduction and Use of Images" (5-01), which must be signed by the requestor, can be obtained from the George A. Smathers Libraries.

(5) Certificate of eligibility processing and enrollment status verification fee – A charge of \$50.00 shall be assessed in each fall and spring semester to a student requiring processing of a certificate of eligibility for F-1 or J-1 student status and enrollment status verification services.

(6) Transcript charge for Non-Students. A charge of \$12.00 shall be assessed for each transcript ordered by a person who is not a currently enrolled student.

(7) Admission Charges.

(a) Student groups and organizations permitted to use University facilities may charge an admission fee or provide for voluntary contributions only pursuant to University of Florida Regulation 4.006.:

(b) Except pursuant to a contract with the University, other groups, organizations, and persons permitted to use University facilities may charge an admission fee or provide for a voluntary contribution under the following conditions:

1. The fee or contributions are in an amount that covers the costs of the event only, or
2. The net proceeds are for a charitable institution or organization as defined in §501(c)(3) of the Internal Revenue Code of the United States.

3. A financial accounting is required to be made to the University in the case of either subparagraph 1. or 2. above.

(c) Fees and contributions may not be collected by groups, organizations or persons allowed to use instructional space.

(8) The Anatomical Board promulgates a schedule of fees for its services. Fees are reviewed annually, are based on expenses, and are adopted by members of the Anatomical Board at its annual meeting. Information on current fees is available at the Office of the State Anatomical Board. Requests may be made to the Anatomical Board at CG-96, J. Hillis Miller Health Science Center, University of Florida, Gainesville, Florida 32610 or email to [anatbd@dean.med.ufl.edu](mailto:anatbd@dean.med.ufl.edu).

Authority: BOG Regulation 1.001.

History--New 9-29-75, Formerly 6C1-2.12, Amended 6-28-98, 6-24-99, 7-8-01, 3-12-03, 7-7-05, 3-14-08, Formerly 6C1-2.012, Amended 6-8-12.