



Student Organization Leaders,

Student Organizations would like to announce student organization printing privileges for all registered student organizations. Organizations who are active and in good standing* will be allowed to use a \$100.00** per organization, per academic year towards printing. If you have any questions, please email mavengage@uta.edu.

To ensure the success of this program there are some rules that must be followed:

1. The Student Organization’s name must be listed on all printed material (UTA or UT Arlington should not precede your organization’s name).
2. If items are being posted, there must be a 2 inch by 2 inch white square in the bottom right corner.
3. All events must be happening on the UT Arlington campus.
4. All posters/flyers must be print ready. We will not edit your images for size/grammar or content.

[For submission, please fill out the online form located at www.uta.edu/student-affairs/student-organizations/officer-resources/printing](http://www.uta.edu/student-affairs/student-organizations/officer-resources/printing)

**Good Standing – all organization materials have been submitted to Student Organizations, no debt to the University, risk management completion. **Not an actual cash value, can only be used for Student Organizations printing through SO.*

Cost Guide for Campus Printing

		Per Page Cost/One Sided	Per Page Cost/Two Sided
Black	Letter (8.5"x11")	\$0.04	\$0.06
Black	Ledger (11"x17")	\$0.12	\$0.18
Color	Letter (8.5"x11")	\$ 0.24	\$0.36
Color	Ledger (11"x17")	\$0.48	\$0.72

Per Banner

24 x 36 in	Banner	\$5.00
36 x 48 in	Banner	\$10.00

