Correspond with the Associate Dean (Research) for confirmation of availability before moving forward

Has the Associate Dean (Research) already indicated that this study can be allocated space?

Is the date you want to reserve less than 2 weeks away?

Is this booking request for a research study?

What are you looking to reserve?

Room

Equipment

Room & Equipment

Is this booking request for a research study?

Y

N

Have you completed "ARC - Research Booking" form for this study?

Use the "ARC - Research Booking" form (available online) for each study to request detailed, long-term research bookings.

Please complete the "ARC - Research Booking" form

Either use QReserve to submit a booking request, or contact the Lab Coordinator. Openings are first come, first served*. You will receive an email confirmation. Bookings will be mirrored and a contract generated (if needed) using CLASS.

Contact the Lab Coordinator to submit a booking request.

Contact the Lab Coordinator to inquire about availability and submit a booking request.

Equipment needs will be assessed when you complete the "ARC - Research Booking" form. If your needs change, please contact the Lab Coordinator.

*Booking for most rooms becomes first-come first-served 2 weeks from a given date. Rooms 231, 233, 235, 237 ARC are exceptions. See the "Guiding Principles for ARC" document.