

FUNDING REQUEST FORM

PART 1 - NOTICE & CHECKLIST

IMPORTANT

1. All Funding Request Packets must be submitted by 12 PM Friday, the week before the Funding Sub-Committee Meetings.
2. Funding Request Packets must be turned in no less than 5 business days (1 week) prior to the event.
3. Deadline for Request for Payment or Purchase Order (RPP) is 15 days after the event.

☐ CSI EVENT REGISTRATION FORM ☐ EVENT ESTIMATES / INVOICES (NOT PAID) ☐ EVENT FLYER WITH ASI LOGO ☐ REQUIRED SUPPORTING MATERIAL BASED ON PURCHASES/EVENT

PART 2 - CONTACT & ORGANIZATION

OFFICER NAME: [REDACTED] CLUB/ORG: Association for Computing Machinery
 OFFICER TITLE: [REDACTED] EVENT TITLE: ProDev Workshops
 ADDRESS: [REDACTED] DATE(S) OF EVENT: 02/06/2025, 02/21 SEMESTER: SPRING
 CITY: [REDACTED] STATE: [REDACTED] ZIP: [REDACTED] EVENT LOCATION: https://calstatela.zoom.us/j/816249531
 PHONE: [REDACTED] EMAIL: [REDACTED] TOTAL ATTENDANCE: 30
 SIGNATURE: [Signature] EXPECTED CAL STATE LA STUDENTS ATTENDANCE: 30

PART 3 - EVENT DESCRIPTION

IS THE EVENT OPEN TO ALL CAL STATE LA STUDENTS? ☒ YES ☐ NO

BRIEFLY DESCRIBE THE EVENT:

This event is intended to help csula students develop life skills intended to help them in their careers.

HOW WILL THIS PROGRAM ENHANCE THE CAL STATE LA EXPERIENCE?

This event offers a fantastic opportunity to learn from a seasoned professional and connect with fellow students. It is a chance for individuals to elevate their skills and gain new ones.

PART 4 - COST BREAKDOWN

HOSPITALITY	DESCRIPTION:	AMOUNT:	HONORARIA / CONTRACTS	DESCRIPTION:	AMOUNT:
				Honoraria	125
MARKETING	DESCRIPTION:	AMOUNT:	OTHER	DESCRIPTION:	AMOUNT:

PART 5 - EVENT SUMMARY

TOTAL COST OF THE EVENT 750
 TOTAL REQUESTED FROM ASI 750
 AMOUNT FROM OTHER SOURCES 0

WHAT OTHER RESOURCES ARE YOU EMPLOYING FOR THIS EVENT:

OFFICE USE ONLY

STAFF INITIALS

TIME STAMP:

Event Registration

Pro Dev Workshop 1

[APPROVED]

Event Tiers and Deadlines

CSI has established event tiers intended to support student organization leaders in identifying the appropriate deadlines to submit event registration forms on Presence to ensure that the student organization advisor, the Center for Student Involvement, and the appropriate space reservations departments have time to review and approve the form.

Note: If applying to ASI for funding for an event, you must ensure to submit your event registration to follow the above deadlines AND that meets the ASI funding deadlines

Reservations for space must be made after the registration is approved. Your space is NOT automatically reserved for you. For full details about each tier and the types of events to correspond please visit the [Student Organization Handbook](#).

1. Tier 1 - Submitted at least **15 business days** in advance: General Meetings & Outdoor Tabling
2. Tier 2 - Submitted at least **20 business days** in advance: Events may include food, amplified sound, external vendors, sales, film/tv screenings
3. Tier 3 - Submitted at least **20 business days** in advance: Events may include recreational activities or other activities that require general release waivers from participants
4. Tier 4 - Submitted at least **20 business days** in advance: Travel off-campus or off-campus fundraisers
5. Tier 5 - Submitted at least **30 business days** in advance: Events include those with the intent to serve alcohol and hosting conferences or competitions of greater than 100 participants

Your event registration will be reviewed and approved based on these tiers and the required timeline.

Event Information

Please select the type of organization who will be hosting this event.

Student Organization

Host Organization Name

What Organization/Department is hosting the event?

Association for Computing Machinery

Event Name

Pro Dev Workshop 1

Estimated Attendance

Please describe the estimated attendance of participants for this event.

40

Event Description

Event description - Note that the information typed in the "about the event" field will be visible on

Presence to all students.

About the event

This event is intended to help csula students develop life skills intended to help them in their careers.

Time & Location

Submitting this form DOES NOT reserve the space. Please visit the resources at the bottom of this form to submit the appropriate reservation request.

Events/meetings that repeat or occur on non-consecutive dates will need to be registered separately per each date, (e.g. if you plan on having a meeting on multiple days in the month). For more information on how to repeat registered events check out this [Presence guide](#)

Start Date/Time

02/06/2025 - 3:00 PM

End Date/Time

02/06/2025 - 4:20 PM

Set Up and Clean Up Time Frame

Please add the full time frame you will be reserving the event venue including any set-up and clean-up time. If there is no additional time needed enter the exact event time frame.

Note that the U-SU does not reserve space past 9:30pm M-Th, or 7:30 F.

3-4:20pm

What format will this event/meeting use?

Hybrid events and meetings are defined as a mixture of in-person events/meetings with a virtual component usually running simultaneously and with overlapping content and interactive elements.

Virtual

Where will the virtual event/meeting take place?

What online platform will this event/meeting use to host the event?

Zoom

Do participants need to RSVP?

No

Event/Meeting Virtual Link and/or In-Person Location

For virtual event/meetings, please enter the link where attendees can access the event/meeting.

For in-person on-campus events/meetings please add the room information where you'll be hosting.

For in-person off-campus events/meetings please add the full address of the venue.

For hybrid events/meetings please enter both the link and the in-person location.

<https://calstatela.zoom.us/j/81624953084>

Venue Reservation Required

This form does not reserve your venue, you must do this after receiving the approved event registration through the appropriate departments (see resources section for direct links).

Student Organization Officer and Advisor Contact Information

Only current organization officers can submit the Event Registration Form. Submitted forms will require Advisor approval prior to CSI approval.

Contact Person

Please provide the name of the officer submitting this form.

[REDACTED]

Officer Contact Phone Number

[REDACTED]

Contact Email

Provide the officer's email address.

[REDACTED]

Organization Advisor Email

Provide the advisor's Cal State LA email address.

[REDACTED]

Organization Advisor Name

Please provide the name of the student organization advisor. Your advisor must be listed in Presence on your roster as the advisor.

[REDACTED]

Collaborations

If this event is a collaboration with either on or off campus organization, please describe in detail the nature of the collaboration.

Are you collaborating with either an on-campus or off-campus organization?

No

Event Details

Event Category

Please select ALL of the categories above that best describes your event. Note organization meetings and tabling must also be registered.

Educational Workshop/Program

Planned Activities

Will your event have any of the following activities? The University's General Release will be required for certain activities.

None Apply

Will food be served at this event?

Food may be served at indoor and outdoor events, so long as the appropriate approval is received via the Temporary Food Permit.

No

Movie/Show Screening

Will a movie/show be shown at this event?

Student organizations must purchase the viewing rights or obtain permission from the owner of the movie in order to show movies at student organization events. Additional information about this policy can be found here in the student org handbook. <https://www.calstatela.edu/studentservices/special-events-and-risk-assessment-planning-and-support>

No

Marketing

No publicity may be distributed or posted online or in person until this form has been submitted and approved. All publicity material must comply with University Administrative Procedures AP P003 and AP P007.

How do you plan on marketing this event?

Website

Website URL for marketing

Requires <http://> or <https://>

<https://acm-calstatela.com/>

Who is invited to this event?

Cal State LA Community

Will off-campus media be notified about this event?

No

U-SU Student Organization Display Case

Student Organizations may request flyers be posted to the U-SU Bulletin boards on the 2nd floor of the U-SU.

Flyers must be submitted as 8.5x11 PDF files with a minimum of 300 dpi resolution

Event Flyers must include: host organization name or logo and Event details (name, location, time – or where they can find updates)

Due to limited space in display cases, CSI and Graffix reserve the right to limit the time frame in which a graphic is on display. Graphics will be printed and displayed on a first come first served basis, if there is insufficient space, a graphic may not be posted despite meeting the outlined requirements.

Submit your graphic to be printed and displayed on the "U-SU Display Case Request" Form found here:
<https://calstatela.presence.io/form/u-su-display-case-request>

Tags

CAREER/PROFESSIONAL DEVELOPMENT

EDDIE FEST

Cover Image

Please select an image that corresponds to your event. This will be the image visible on Presence. It CAN be your event flyer, but does not have to be.

ACM PRO-DEV WORKSHOP

REACH
HEIGHTS
YOU
NEVER
THOUGHT
YOU
COULD

Wilson
Thomas



TBD



TBD



Event Funding

What funding source is being used for this event?

Organizations may apply for ASI funding and use existing funds for 1 event. Mark all options that apply.

Only organizations with approved exemptions may bank off campus. All others must bank through ASI.
ASI funding (new request for funds)

For more information on Recognized Student Organization Funding and Banking please visit: <https://asicalstatela.org/recognized-student-organizations>. For any other questions contact the Vice President for Finance via email asivpf@calstatela.edu by calling 323-343-4778.

Will the event have an admission charge or registration fee? (Mark "ticket/audience participation fee under fundraiser)

No

Fundraising (Proceeds to Benefit)

Fundraiser (Proceeds to Benefit)

Type of Fundraising Activity

Please mark the most appropriate type of activity that corresponds with your event.

No Fundraising Activity

External Private Fundraising

External Private Fundraising

Sponsorship

Sponsorship

Alcohol

Does your organization plan on serving alcohol at this event?

No

Will the event be held in a restaurant/venue where alcohol is sold/served but will not be a part of your event?

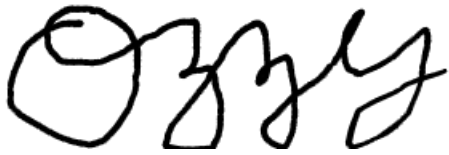
No

Acknowledgment

As an officer of this organization, I will take responsibility to ensure that the event that my organization is sponsoring will follow all guidelines set forth by the university. I acknowledge that this event and any associated event space reservations may be subject to cancellation based on my organization's recognition status.

I understand that submitting this form does not guarantee my event will be approved. I must reserve space with the appropriate venue, submitting this form does not reserve the space.

Signature Pad Field



Scroll up to submit this form.

Event Guidelines & Resources

Student Organization Event Guidelines

Event Registration Procedures

The following guidelines are provided for the benefit of the student organization. They are intended to be followed completely. Failure to comply with any of the following guidelines may result in disciplinary action taken against the organization including suspension of recognition, events and use of facilities. More information can be found online in the [Student Organization Handbook](#).

In compliance with [University](#) guidelines, Cal State LA student organization events and meetings **can be held in virtual, in-person, or hybrid modes**. This applies to the following types of previously held events and activities including but not limited to:

- Meetings
- Tabling
- Social events
- Recruitment events
- New membership intake events and processes
- Information tabling or organizational promotions
- Community service or philanthropic events
- Organization meetings (both officer meetings and general body meetings)
- Workshops, trainings, and speaker events
- Conferences, conventions, and retreats

Failure to comply with these student organization procedures and requirements could ultimately result in your organization's loss of University recognition and the benefits associated with that status. Furthermore, confirmed student organization procedure violations, including but not limited to event registration, may ultimately lead to individual student conduct proceedings.

Conduct: The organization assumes full responsibility for the conduct of participants at the event. Any violation of University policy may subject the participants and/or the organization to disciplinary action by the Center for Student Involvement or the [Office of the Dean of Students](#).

General Release Waiver Forms: If your event will require the use of general release waivers prior to organization member and guest participation, your organization is required to comply with all instructions provided by CSI, including submitting all completed forms and requested documents.

Alcohol: In accordance with [Administrative Procedure 019 - Alcoholic Beverages](#), any event (on or off campus) that involves the consumption of alcoholic beverages requires authorization from the University. Your organization must complete and submit a Request to Serve Alcoholic Beverages form in addition to this Event Registration Form. Please allow at least 3 weeks for this form to be reviewed by the University. Approved alcohol consumption events and events held where alcohol is available (but will not be consumed) require at

least two TiPS certified members and two Sexual Misconduct Prevention & Resources Trained (SMPRT) members to be in attendance of the entire event. [Additional guidelines can be found in the Student Organization Handbook.](#)

Publicity: All publicity material must comply with University Administrative Procedures [AP P003](#) and [AP P007](#). All printed marketing to be used for marketing registered events are required to be stamped by CSI prior to their approved posting. Stamps can be obtained after the event has been registered. All printed material may be posted for up to a period of fourteen (14) calendar days. For student organizations, the "POSTING VALID THRU ____" stamp must be clearly visible on the face of the posting.

Student Organization Event Resources

Additional Required Forms

The following form may be required based on your event details. If required, these complete forms must be uploaded at the time your organization is registering its event at least 10 business days prior to your event date.

- [Temporary Food Facility Permit](#)
- [Food Permit Guidelines](#)
- [Request to Serve Alcoholic Beverages Form](#)
- [Event Outline](#)

Additional Resources

University-Student Union Event Space Forms

The following forms must be used to complete your tabling, meeting, and event space requests at the University-Student Union. For more information refer to the [University-Student Union Operations](#).

Use of Facilities Forms:

The following forms can be used to complete your event space requests. For more information refer to the [Use of Facilities](#) website and [Administrative Procedure 505 Use of Facilities and Equipment](#):

- [External Space Reservation Form](#)
- [Filming Request Application](#)
- [Amplified Sound Form](#)

Event Registration

Pro Dev Workshop 2

[APPROVED]

Event Tiers and Deadlines

CSI has established event tiers intended to support student organization leaders in identifying the appropriate deadlines to submit event registration forms on Presence to ensure that the student organization advisor, the Center for Student Involvement, and the appropriate space reservations departments have time to review and approve the form.

Note: If applying to ASI for funding for an event, you must ensure to submit your event registration to follow the above deadlines AND that meets the ASI funding deadlines

Reservations for space must be made after the registration is approved. Your space is NOT automatically reserved for you. For full details about each tier and the types of events to correspond please visit the [Student Organization Handbook](#).

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5. Tier 5 - Submitted at least **30 business days** in advance: Events include those with the intent to serve alcohol and hosting conferences or competitions of greater than 100 participants

Your event registration will be reviewed and approved based on these tiers and the required timeline.

Event Information

Please select the type of organization who will be hosting this event.

Student Organization

Host Organization Name

What Organization/Department is hosting the event?

Association for Computing Machinery

Event Name

Pro Dev Workshop 2

Estimated Attendance

Please describe the estimated attendance of participants for this event.

40

Event Description

Event description - Note that the information typed in the "about the event" field will be visible on

Presence to all students.

About the event

This event is intended to help csula students develop life skills intended to help them in their careers.

Time & Location

Submitting this form DOES NOT reserve the space. Please visit the resources at the bottom of this form to submit the appropriate reservation request.

Events/meetings that repeat or occur on non-consecutive dates will need to be registered separately per each date, (e.g. if you plan on having a meeting on multiple days in the month). For more information on how to repeat registered events check out this [Presence guide](#)

Start Date/Time

02/20/2025 - 3:00 PM

End Date/Time

02/20/2025 - 4:20 PM

Set Up and Clean Up Time Frame

Please add the full time frame you will be reserving the event venue including any set-up and clean-up time. If there is no additional time needed enter the exact event time frame.

Note that the U-SU does not reserve space past 9:30pm M-Th, or 7:30 F.

3-4:20pm

What format will this event/meeting use?

Hybrid events and meetings are defined as a mixture of in-person events/meetings with a virtual component usually running simultaneously and with overlapping content and interactive elements.

Virtual

Where will the virtual event/meeting take place?

What online platform will this event/meeting use to host the event?

Zoom

Do participants need to RSVP?

No

Event/Meeting Virtual Link and/or In-Person Location

For virtual event/meetings, please enter the link where attendees can access the event/meeting.

For in-person on-campus events/meetings please add the room information where you'll be hosting.

For in-person off-campus events/meetings please add the full address of the venue.

For hybrid events/meetings please enter both the link and the in-person location.

<https://calstatela.zoom.us/j/81624953084>

Event Update

Pro Dev Workshop 3

[APPROVED]

Event Tiers and Deadlines

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4. Tier 4 - Submitted at least **20 business days** in advance: Travel off-campus or off-campus fundraisers
5. Tier 5 - Submitted at least **30 business days** in advance: Events include those with the intent to serve alcohol and hosting conferences or competitions of greater than 100 participants

Your event registration will be reviewed and approved based on these tiers and the required timeline.

Event Information

Please select the type of organization who will be hosting this event.

Student Organization

Host Organization Name

What Organization/Department is hosting the event?

Association for Computing Machinery

Event Name

Pro Dev Workshop 3

Estimated Attendance

Please describe the estimated attendance of participants for this event.

40

Event Description

Event description - Note that the information typed in the "about the event" field will be visible on

Presence to all students.

About the event

This event is intended to help csula students develop life skills intended to help them in their careers.

Time & Location

Submitting this form DOES NOT reserve the space. Please visit the resources at the bottom of this form to submit the appropriate reservation request.

Events/meetings that repeat or occur on non-consecutive dates will need to be registered separately per each date, (e.g. if you plan on having a meeting on multiple days in the month). For more information on how to repeat registered events check out this [Presence guide](#)

Start Date/Time

03/06/2025 - 3:00 PM

End Date/Time

03/06/2025 - 4:20 PM

Set Up and Clean Up Time Frame

Please add the full time frame you will be reserving the event venue including any set-up and clean-up time. If there is no additional time needed enter the exact event time frame.

Note that the U-SU does not reserve space past 9:30pm M-Th, or 7:30 F.

3-4:20pm

What format will this event/meeting use?

Hybrid events and meetings are defined as a mixture of in-person events/meetings with a virtual component usually running simultaneously and with overlapping content and interactive elements.

Virtual

Where will the virtual event/meeting take place?

What online platform will this event/meeting use to host the event?

Zoom

Do participants need to RSVP?

No

Event/Meeting Virtual Link and/or In-Person Location

For virtual event/meetings, please enter the link where attendees can access the event/meeting.

For in-person on-campus events/meetings please add the room information where you'll be hosting.

For in-person off-campus events/meetings please add the full address of the venue.

For hybrid events/meetings please enter both the link and the in-person location.

<https://calstatela.zoom.us/j/81624953084>

Event Update

Pro Dev Workshop 4

[APPROVED]

Event Tiers and Deadlines

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Note: If applying to ASI for funding for an event, you must ensure to submit your event registration to follow the above deadlines AND that meets the ASI funding deadlines

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5. Tier 5 - Submitted at least **30 business days** in advance: Events include those with the intent to serve alcohol and hosting conferences or competitions of greater than 100 participants

Your event registration will be reviewed and approved based on these tiers and the required timeline.

Event Information

Please select the type of organization who will be hosting this event.

Student Organization

Host Organization Name

What Organization/Department is hosting the event?

Association for Computing Machinery

Event Name

Pro Dev Workshop 4

Estimated Attendance

Please describe the estimated attendance of participants for this event.

40

Event Description

Event description - Note that the information typed in the "about the event" field will be visible on

Presence to all students.

About the event

This event is the 4th in a 6 part series of events that is intended to help csula students develop life skills intended to help them in their careers with a focus in Computer Science.

Time & Location

Submitting this form DOES NOT reserve the space. Please visit the resources at the bottom of this form to submit the appropriate reservation request.

Events/meetings that repeat or occur on non-consecutive dates will need to be registered separately per each date, (e.g. if you plan on having a meeting on multiple days in the month). For more information on how to repeat registered events check out this [Presence guide](#)

Start Date/Time

03/20/2025 - 3:00 PM

End Date/Time

03/20/2025 - 4:20 PM

Set Up and Clean Up Time Frame

Please add the full time frame you will be reserving the event venue including any set-up and clean-up time. If there is no additional time needed enter the exact event time frame.

Note that the U-SU does not reserve space past 9:30pm M-Th, or 7:30 F.

3-4:20pm

What format will this event/meeting use?

Hybrid events and meetings are defined as a mixture of in-person events/meetings with a virtual component usually running simultaneously and with overlapping content and interactive elements.

Virtual

Where will the virtual event/meeting take place?

What online platform will this event/meeting use to host the event?

Zoom

Do participants need to RSVP?

No

Event/Meeting Virtual Link and/or In-Person Location

For virtual event/meetings, please enter the link where attendees can access the event/meeting.

For in-person on-campus events/meetings please add the room information where you'll be hosting.

For in-person off-campus events/meetings please add the full address of the venue.

For hybrid events/meetings please enter both the link and the in-person location.

Event Registration

Pro Dev Workshop 5

[APPROVED]

Event Tiers and Deadlines

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Note: If applying to ASI for funding for an event, you must ensure to submit your event registration to follow the above deadlines AND that meets the ASI funding deadlines

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5. Tier 5 - Submitted at least **30 business days** in advance: Events include those with the intent to serve alcohol and hosting conferences or competitions of greater than 100 participants

Your event registration will be reviewed and approved based on these tiers and the required timeline.

Event Information

Please select the type of organization who will be hosting this event.

Student Organization

Host Organization Name

What Organization/Department is hosting the event?

Association for Computing Machinery

Event Name

Pro Dev Workshop 5

Estimated Attendance

Please describe the estimated attendance of participants for this event.

40

Event Description

Event description - Note that the information typed in the "about the event" field will be visible on

Presence to all students.

About the event

This event is the 5th in a 6 part series of events that is intended to help csula students develop life skills intended to help them in their careers with a focus in Computer Science.

Time & Location

Submitting this form DOES NOT reserve the space. Please visit the resources at the bottom of this form to submit the appropriate reservation request.

Events/meetings that repeat or occur on non-consecutive dates will need to be registered separately per each date, (e.g. if you plan on having a meeting on multiple days in the month). For more information on how to repeat registered events check out this [Presence guide](#)

Start Date/Time

04/17/2025 - 3:00 PM

End Date/Time

04/17/2025 - 4:20 PM

Set Up and Clean Up Time Frame

Please add the full time frame you will be reserving the event venue including any set-up and clean-up time. If there is no additional time needed enter the exact event time frame.

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3-4:20pm

What format will this event/meeting use?

Hybrid events and meetings are defined as a mixture of in-person events/meetings with a virtual component usually running simultaneously and with overlapping content and interactive elements.

Virtual

Where will the virtual event/meeting take place?

What online platform will this event/meeting use to host the event?

Zoom

Do participants need to RSVP?

No

Event/Meeting Virtual Link and/or In-Person Location

For virtual event/meetings, please enter the link where attendees can access the event/meeting.

For in-person on-campus events/meetings please add the room information where you'll be hosting.

For in-person off-campus events/meetings please add the full address of the venue.

For hybrid events/meetings please enter both the link and the in-person location.

Event Registration

Pro Dev Workshop 6

[APPROVED]

Event Tiers and Deadlines

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Your event registration will be reviewed and approved based on these tiers and the required timeline.

Event Information

Please select the type of organization who will be hosting this event.

Student Organization

Host Organization Name

What Organization/Department is hosting the event?

Association for Computing Machinery

Event Name

Pro Dev Workshop 6

Estimated Attendance

Please describe the estimated attendance of participants for this event.

40

Event Description

Event description - Note that the information typed in the "about the event" field will be visible on

Presence to all students.

About the event

This event is the 6th in a 6 part series of events that is intended to help csula students develop life skills intended to help them in their careers with a focus in Computer Science.

Time & Location

Submitting this form DOES NOT reserve the space. Please visit the resources at the bottom of this form to submit the appropriate reservation request.

Events/meetings that repeat or occur on non-consecutive dates will need to be registered separately per each date, (e.g. if you plan on having a meeting on multiple days in the month). For more information on how to repeat registered events check out this [Presence guide](#)

Start Date/Time

05/01/2025 - 3:00 PM

End Date/Time

05/01/2025 - 4:20 PM

Set Up and Clean Up Time Frame

Please add the full time frame you will be reserving the event venue including any set-up and clean-up time. If there is no additional time needed enter the exact event time frame.

Note that the U-SU does not reserve space past 9:30pm M-Th, or 7:30 F.

3-4:20pm

What format will this event/meeting use?

Hybrid events and meetings are defined as a mixture of in-person events/meetings with a virtual component usually running simultaneously and with overlapping content and interactive elements.

Virtual

Where will the virtual event/meeting take place?

What online platform will this event/meeting use to host the event?

Zoom

Do participants need to RSVP?

No

Event/Meeting Virtual Link and/or In-Person Location

For virtual event/meetings, please enter the link where attendees can access the event/meeting.

For in-person on-campus events/meetings please add the room information where you'll be hosting.

For in-person off-campus events/meetings please add the full address of the venue.

For hybrid events/meetings please enter both the link and the in-person location.



ACM Cal State LA <acm.calstatela@gmail.com>

Honorarium for ACM Spring 2025 - ProDev Workshops

2 messages

ACM Cal State LA <acm.calstatela@gmail.com>
To: Wilson Thomas <wthomas0293@gmail.com>

Fri, Apr 25, 2025 at 1:28 AM

Good afternoon,

Thank you very much for agreeing to participate in our Professional Development Workshop events hosted by the Association of Computing Machinery - Cal State LA for the dates of:

02/06/2025, 3:00 PM - 4:20 PM

02/20/2025, 3:00 PM - 4:20 PM

03/06/2025, 3:00 PM - 4:20 PM

03/20/2025, 3:00 PM - 4:20 PM

04/17/2025, 3:00 PM - 4:20 PM

05/01/2025, 3:00 PM - 4:20 PM

We are trying to get funding from ASI. Please send the following email as a reply as soon as possible. Please reply with the following:

I [Guest Full Name] agree to present at the Guest Speaker Events hosted by the Association for Computing Machinery (ACM) - Cal State LA on Thursday, February 06, 2025; Thursday, February 20, 2025; Thursday, March 06, 2025; Thursday, March 20, 2025; Thursday, April 17, 2025; Thursday, May 01, 2025. I accept the honorarium of \$125 per event.

[For example] a graduate student at UCLA - EE software engineer at American Express

Thank you so much for agreeing to attend and supporting our Cal State LA students. I am sure the information you share will be beneficial to our students.

Sincerely,



ASSOCIATION FOR COMPUTING MACHINERY(ACM)

Computer Science Club - Cal State LA

5151 State University Drive, Los Angeles, CA 90031

Website: acm-calstatela.com

Instagram: [calstatela.acm](https://www.instagram.com/calstatela.acm)

LinkedIn: [calstatela.acm](https://www.linkedin.com/company/calstatela.acm)

Discord: [calstatela.acm](https://discord.com/invite/calstatela.acm)

Wilson Thomas <wthomas0293@gmail.com>
To: ACM Cal State LA <acm.calstatela@gmail.com>

Fri, Apr 25, 2025 at 8:18 AM

I **Wilson Thomas** agree to present at the Guest Speaker Events hosted by the Association for Computing Machinery (ACM) - Cal State LA on Thursday, February 06, 2025; Thursday, February 20, 2025; Thursday, March 06, 2025; Thursday, March 20, 2025; Thursday, April 17, 2025; Thursday, May 01, 2025. I accept the honorarium of \$125 per event.

A Cal State LA Alumnus (BS in Computer Science) - Application Analyst at Travis County - State of Texas

[Quoted text hidden]



ACM
presents

ACM CS Roadmap

Your Path to Success, Step by Step.



Wilson Thomas

Specialize in your
career goal

01

Stand out by
showcasing
expertise in a
particular area.



Develop advance
knowledge and skills

02

Create innovative
solutions tailored to
yourself.



mastering a
foundation

03

Build what you have
acquired.



04

Expansion &
Growth

Scale to new
horizons and show
the world u have no
limits.

Zoom meeting for the workshop



Thursday,
February 6



3-4pm

HOW TO BUILD A GREAT RESUME IN LINKEDIN



WILSON THOMAS

JOIN US @
ZOOM



Having trouble trying to get your LinkedIn looking just right? Or are you interested in get starting? Join this workshop to get tips and tricks on how to better present yourself online!

SCAN HERE FOR ZOOM MEETING



3-4pm



Thursday,
FEBRUARY 20

acm
CAL STATE LA



**CONFERENCE
& INTERVIEWS**

**QUICK &
EASY**



**Wilson
Thomas**

**LEARN HOW TO DO BE
PROFESSIONAL IN
INTERVIEWS AND BE READY
FOR CONFERENCES**

JOIN OUR TEAM AND MAKE SURE TO:

CLICK FOR ZOOM MEETING



**Thursday,
March 6th**



3-4pm



Behavioral & *Technical*

Be ready for interviews focusing on
general questions about your
experience.

&

*Questions that gauge your
expertise*



3pm-4pm



Thursday,
MARCH 20th

Scan for zoom meeting



Wilson Thomas



Association of
Computing Machinery

HOW TO MANAGE FINANCES



Wilson Thomas

BEING SUCCESSFUL AS A
COMPUTER SCIENCE
UNDERGRADUATE GOES
BEYOND MASTERING CODE.
IT ALSO REQUIRES
MASTERING PERSONAL
FINANCE. A CRITICAL BUT
OFTEN OVERLOOKED SKILL
FOR STUDENTS. LEARN HOW
TO SET A SOLID FINANCIAL
FOUNDATION FOR SUCCESS



SCAN HERE FOR ZOOM
MEETING



3pm - 4pm



Thursday, April
17th & Thursday,
May 1st



ASSOCIATED STUDENTS, INC.

THE ACTIVITIES AND OPINIONS PRESENTED ARE NOT
NECESSARILY THOSE OF ASSOCIATED STUDENTS, INC.