

SAS-HGINJ Imaging Core
Fees for Fiscal Year 2023/2024

	How to reserve	Rutgers/Academic	Industry/Assisted Use
Zeiss LSM 800 AiryScan	iLabs	\$ 35/h	\$ 100/h
Leica SP8 tauSTED	iLabs	\$ 40-60/h	\$ 100/h
Zeiss LSM 510 Meta	iLabs	\$ 20/hr	\$ 100/h
GE INCell 6000	qReserve	\$ 20/h	\$ 100/h
Zeiss Observer Z1/ Leica Widefield	iLabs/qReserve	\$ 20/h	\$ 100/h
Morpholens 6	iLabs	\$ 20/h	\$ 100/h
Training*	Contact core	\$100/session	\$ 200/session

Guidelines for Imaging Facility Usage

1. Submission of a User Qualification form with account number and PI approval should be filled out and sent to Zee Tanvir at imaging@dls.rutgers.edu at the time of training request. After training is completed, users can book up to two weeks in advance via on-line calendar (<https://my.qreserve.com/login>) or (<https://rutgers.ilab.agilent.com/>).

***Please Note:** No shows WILL be charged for the time that they reserved.

2. User Sign Up:

- **Peak usage hours (Monday-Friday, 8 am - 6 pm):** Each reservation must **not** exceed a **3-hour block**. We also ask that each user sign-up for **no more than ONE reservation** and for each lab to sign up for no more than 12 hours per lab, per week during peak usage hours. If you plan to image longer than 3 hours, please book in the evenings. Example: 3 pm - 6 pm and then again 6 pm - 9 pm.

- Users who need more than 3 hours a day or have special requests during peak hours **MUST** consult with core director (imaging@dls.rutgers.edu).
 - **Off peak usage hours (Monday-Friday, 6 pm – 8 am and weekends):**
We ask that users still follow the 3-hour block rule to give opportunity for others to sign-up for off peak hours, but there is no limit to total hours per lab per week. If no one is signed up after your three-hour block during off-peak hours, you are welcome to sign up for subsequent blocks.
 - **Cancellation Policy:** Users that reserve microscope time and do not show up will be billed for their reserved time as if it were used.
Cancellations within 24h of scheduled reservation will be billed unless that time slot is subsequently booked by another user.
4. Users must provide contact information (phone number/email address) on the booking calendar.
 5. As a courtesy, contact the user after you (or Zee), if you cancel your booking.
 6. Users must notify a previous user for cancellation as soon as possible if you are the last user of the day.
 7. Users must follow the instructions carefully to maintain the integrity of the shared instruments.
 8. Users must immediately report any irregularity in the use or function of the instruments to Zee Tanvir (imaging@dls.rutgers.edu).

For access and all issues contact imaging@dls.rutgers.edu
Join our slack workplace at SAS-HGINJ-Imaging-Core