To sign up for the RDO listservs please follow the UCSF IT instructions below and in the link;

Limited Submissions announcements: LIMITED_SUBS@LISTSRV.UCSF.EDU

Funding Opportunities announcements: FUNDING_OPPS@LISTSERV.UCSF.EDU

https://it.ucsf.edu/how-to/subscribe-listserv

Steps to follow

To subscribe to a Listserv, send a one-line email message from the address that you want added to the subscription list. (See **Notes:** below.)

- In the To field, enter: listserv@listsrv.ucsf.edu.

- Leave the Subject field *blank.*

- In the body of the message, enter: subscribe **listname** *firstname lastname.*

    - **Listname** is everything before the @ sign in the email address for the Listserv you want to subscribe to.

    - **Firstname** is your first name.

    - **Lastname** is your last name.

The system captures your email address from the FROM field of your message.

After sending your subscription request to the listserv server, you will get one of three responses.

1. From an **Open,Confirm** listserv, one that allows subscribers to join the listserv at their own discretion, you will receive a Confirmation Required email asking you to confirm your intention to subscribe to the listserv. After confirming your subscription, you will receive a welcome or acceptance message stating that your subscription request has been accepted.

2. From a **By_Owner** listserv, one that allows the listserv owner to review and process subscription requests, you will receive a notice that your subscription request has been forwarded to the listserv owner.

3. From a **Closed** listserv, one that does not allow subscribers to self-subscribe, you will receive a notice that the listserv is closed. If you wish to pursue subscribing to a Closed listserv, you can attempt to contact the listserv owner by sending an email to: **listname**-request@LISTSRV.UCSF.EDU.