

Request for Student Activity Request Form: Bryan

Organization: _____

Date of Activity: _____

Description of Activity _____

Place activity will be held (Please be specific): _____.

Objectives:

_____.

Name of Sponsor: _____.

Who will be attending? _____.

Additional information about the activity: _____
_____.

Sponsor's Signature: _____ Date: _____

Student Government: _____ Date: _____

Director of Student Activities: _____ Date: _____

Dean of Student Services: _____ Date: _____

Please Note:

1. This form must be completed for all on or off campus activities (including fundraisers). **Exception: club or officer meetings.**
2. Submit to **SGA** at either an executive/general council meeting for their review and signature. If you are utilizing the Student Center, make reservations with the Director of Student Activities.
3. Submit to the **Director of Student Activities** for review and Signature. Director of Student Activities will forward request to
4. **Dean of Student Activities** will sign and return **approved or denied** request to the **Director of Student Activities.**

Approved: YES NO