

## Request for Student Activity Form: Bryan

Organization: \_\_\_\_\_

Description of Activity: \_\_\_\_\_

Place activity will be held (please be specific): \_\_\_\_\_

Admission: \_\_\_\_\_

Name of sponsor(s) attending \_\_\_\_\_

Who will be attending? \_\_\_\_\_

Additional information about the activity: \_\_\_\_\_

Sponsor's signature: \_\_\_\_\_

Date: \_\_\_\_\_

Student Government Approval: \_\_\_\_\_

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. Present to the Building Supervisor Associate and Vice-President on the Bryan Campus for their signature. If you are utilizing the Student Center, make reservations with the Director of Student Activities.
3. Submit to the Student Government Association for review for their review at either an executive council or general meeting and signature. .
4. Student Government Association will forward request to Director of Student Activities.
5. Director of Student Activities will sign and return approved or denied request to the club sponsor.

Approved: **YES**      **NO**

Revised 6/23/98