

Activities Approval Form

Please submit to the Coordinator of Student Activities at least two weeks prior to planned activity.

Club: _____

Proposed Activity (in detail) _____

Purpose of Activity _____

Date _____ Time (begin) _____ Time (end) _____

Locations of facilities _____

Fees to be charged _____ Amount _____

Resources Need for Projects (tables, chairs, etc.) _____

Club Advisor Date

Club President Date

Coordinator of Student Activities

Director of Student Center

Date

Date

___ Approved ___ Disapproved

Dean of Student Services

Comments _____
