Student Request for President Lovell's Attendance

All students/student groups interested in meeting with President Lovell or requesting his presence at an event should fill out this form, which will be reviewed by the President's Office.

STUDENT NAME: _____

STUDENT GROUP NAME (IF APPLICABLE): _____

EMAIL: _____

PHONE: _____

I/WE ARE REQUESTING: [   ] a meeting with President Lovell   [   ] President Lovell attend a student-run event

SIGNATURE OF MEMBER OF THE VICE PRESIDENT OF STUDENT AFFAIRS' OFFICE WHO APPROVED THIS REQUEST

(SIGNATURE REQUIRED): _____

DESCRIPTION	
AGENDA	
DATE/TIME	
PLACE	
TIME REQUESTED OF PRESIDENT AND HIS ROLE	
NAMES OF ATTENDEES WITH TITLES	
AUDIENCE	
SPONSOR(S)	
ADDITIONAL INFORMATION PRESIDENT LOVELL SHOULD KNOW, INCLUDING THE REASON HIS ATTENDANCE IS REQUESTED	

SUBMITTED BY: _____

COLLEGE/YEAR: _____ **DATE:** _____

PRESIDENT'S APPROVAL: _____ **DATE:** _____