

Student Activities - Activity/Action Request Form

This form may be submitted by an individual, group, or organization within the NRCC Campus Community (**student/group/club/organization/faculty or staff member**). The purpose is to provide an opportunity for a member or group of members of the NRCC Campus Community to request to sponsor an action or activity that would propose to be sanctioned by and/or to be representative of New River Community College. The action/activity request includes both on and off campus activities.

This request should be submitted 30 days prior to the beginning date of the action or activity.
(The 30-day timeframe allows sufficient time for the request to process through both Student Activities and President's Staff if needed.)

Name of Individual/Group submitting request: _____

Submission Date: _____ **Proposed Activity Date:** _____

Title of Event/Activity: _____

Location of Event/Activity: _____

Please submit/attach a brief description of the purpose/goal/process/procedures of the proposed Action/Activity.

Approval

Dean of Student Services: _____ **Date:** _____

VP For Instruction & Student Services: _____ **Date:** _____