



WILMINGTON
UNIVERSITY

STUDENT ACTIVITIES: EVENT APPROVAL FORM

A separate request form needs to be completed for each event/activity.

You will receive notification from the Office of Student Affairs
no later than one week from the date submitted.

Submitted by: _____ Date: _____

Name of Student Organization (if applicable): _____

Date of event/activity: _____

Location: _____

Description of event/activity: _____

Amount of resources needed to fund event/activity: _____

Who will staff the event/activity? _____

Name of faculty/staff that will supervise the event: _____

Signature of Supervisor

Date

Approved

Not Approved: _____

Signature of SGA President

Date

Signature of Assistant Vice President of Student Affairs

Date