**SRU Student Government Request Form for Student Representatives**

**for Meetings and Committees**

*A one-week minimum advance request (prior to meeting date) is required in order to identify an appropriate representative. Please complete and return this form to* *claudia.fischer@sru.edu* *for your request to be coordinated with the SGA President.*

**Requestor:**       **Date Submitted:**

**Name of Meeting/Committee:**

**Number of Students Being Requested:**

**If you are requesting a specific student(s), please indicate name(s):**

**Meeting:** [ ]  One-time [ ]  Recurring **Frequency (i.e., bi-weekly, monthly, etc.):**

**Meeting Date(s), Time(s), Duration(s) & Location(s):**

**What is the purpose of meeting/committee?**

**What will be the student’s responsibility?**

**Any other information that may useful for a student representative to prepare for meeting/committee?**