



Office of Student Financial Aid Outreach Request Form

Please check which type of outreach you are requesting. Select all that apply.
(Please allow 10 business days to receive confirmation of availability for your request.)

- General Financial Aid Presentation** **FAFSA Night (Transmittals)** **Financial Aid Display Table**

Event Name:	
Requesting School/Organization:	
Physical Address of Event: Building, Physical Address and Room # (ex. Seale Hall, Library, 300 Charles Ave, room 101)	
Date of Event:	
Presentation Start & End Time:	
Length of presentation for our speaker: (For large groups, presentations are available in PowerPoint format upon request. Equipment must be provided if a PowerPoint presentation is requested.)	<input type="checkbox"/> 10 minutes <input type="checkbox"/> 20 minutes <input type="checkbox"/> Other _____
Description of Target Audience: (Check all that apply and specify student grade level, e.g., 7 th , 8 th , 9 th , 10 th , 11 th , 12 th)	<input type="checkbox"/> Prospective students / grade level: _____ <input type="checkbox"/> Prospective students / grade level: _____ & parents <input type="checkbox"/> Transfer students <input type="checkbox"/> Current TAMUK students <input type="checkbox"/> Counselors
Number of Expected Attendees:	
Will representatives from other colleges/universities be assisting at this event? If so, please list the names of the institution(s).	
Contact Information for Person(s) Requesting Outreach:	Name: _____ Telephone Number: _____ Email: _____

Additional Comments:

