

Program Request Form

Place your order from our à la carte menu



Fayetteville State University
Office of Career Services
1200 Murchison Road, Student Center, Suite 223, Fayetteville, NC 28301
Email: careerservices@uncfsu.edu
Webpage: www.uncfsu.edu/career-services

Name of Organization: _____ Today's Date: _____

Requestor: _____ Telephone Number: _____

Campus Location: _____

Type of program requested. Please be specific. (For topics, refer to menu list on reverse.)

Program length (most topics are developed for 30 or 50-minute programs): _____

Anticipated audience size: _____ Target audience: _____

Preferred program date*: _____ Preferred program time: _____

Alternate program date: _____ Alternate program time: _____

Specific location for program – Building: _____ Room number: _____

Please note: A projection screen or appropriate wall is required for all programs.

*Please return this form two weeks before the preferred program date to:
Career Services – 1200 Murchison Road, RJSC, Suite 223, Fayetteville, NC 28301
Phone: 910-672-1205 – Fax: 910-672-1684 email: careerservices@uncfsu.edu

Thanks!

~For Career Services Use Only ~

Form received by: _____ Date received: _____

Program presenter(s): _____ Date confirmed: _____

Presentation attendance: _____