

APPLICATION FOR USE OF
WALLACE HALL, ROOM 122

ACADEMIC AFFAIRS OFFICE
WEST VIRGINIA STATE UNIVERSITY
WV STATE COMMUNITY AND TECHNICAL COLLEGE
PHONE 766-3043

Date of Use _____ Hours _____

Organization/Group _____

President/Chairperson _____

Address _____

Anticipated Total Attendance _____

Persons attending will be:

College Students

Public at Large

High School Students

Other

Grade School Students

(specify) _____

Purpose of Meeting _____

Faculty/Staff who have responsibility for this group _____

Special Equipment Needed (e.g. video cassette recorder, microphone, etc.) _____

NOTE: Secure key to room from
Academic Affairs Office during
regular office hours. Make
equipment arrangements through
Audiovisual Center (766-3259)

Applicant's Name _____

Address _____

Phone _____ Date _____

Approved _____ Date _____

Dean or Assistant Dean