



## SAC M&O Student Project Request Form

*This form is to be submitted by the course instructor on behalf of his/her student when he or she wishes to obtain information from the M & O department for a SAC student project. The form should be submitted to Geni Lusk in Administrative Services.*

Name of student: \_\_\_\_\_ Today's date \_\_\_\_\_

Phone Number of Student: \_\_\_\_\_

Name of instructor: \_\_\_\_\_

Signature of Instructor (verifying assignment) \_\_\_\_\_

Name of class: \_\_\_\_\_

Questions/Information Needed:

Please attach a separate sheet if more information is needed.

Complete and return to Geni Lusk in Administrative Services. The information requested will be provided within one week of your request.

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*M&O office use only*

Date received: \_\_\_\_\_

Received by \_\_\_\_\_

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_