



## CAMPUS VISIT REQUEST

Organization: \_\_\_\_\_ Request Date: \_\_\_\_\_

Date(s) of Visit: \_\_\_\_\_ Purpose of Visit: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Requested Location(s) on Campus: \_\_\_\_\_

### Representatives planning to be on campus:

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

This request must be submitted to the Dean of Students office two weeks prior to the planned visit date. It may be submitted via mail to: Dean of Students, Messiah College, Box 4513, 1 College Ave, Grantham, PA 17027 or via fax at 717-796-5379. It may also be accessed via the web at [Messiah.edu/offices/Student\\_Affairs/visit\\_request](http://Messiah.edu/offices/Student_Affairs/visit_request) and submitted online.

All visitors must adhere to the Messiah College guidelines for Off-Campus Visitors which can be found on the Messiah College website.

### APPROVAL:

Conference Services: \_\_\_\_\_ Date: \_\_\_\_\_

Dean of Students: \_\_\_\_\_ Date: \_\_\_\_\_