

Austin Peay State University Space Request Form

This form is required to be submitted to the space allocation committee to request new or vacated space, change in capacity or function of space or change in existing space.

Requestor's name: Roy Gregory

Department: Advancement

Type of request:

Justification for request – Please include a suggestion for location and/or change:

Phonathon will be automated which requires a room that can be set up and secure year round. Phonathon automation will increase our student caller productivity, increase efficiency, decrease time needed to print paperwork, track information for reporting while increasing the quality of Phonathon overall.

Size of space needed 70 feet by 20 feet.

Please click the "*submit*" button below to send the form to the space advisory committee chair.

Instructions for submitting

Submit

Print