



Request for Student Ambassadors

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| Requesting Department: | | Today's Date: | |
| Requestor's Name: | | Requestor's Email Address: | |
| Event Contact Name: | | Event Contact Cell Phone Number: | |
| Event Date: | Event Start Time: | Event End Time: | |
| Event Location: | | | |
| Description and Purpose of the Event: | | | |
| Ambassador Role(s) in the Event: | | | |
| Number of Ambassadors needed and the times at which they are needed | | | |
| Date | Shift Start Time | Shift End Time | # of Ambassadors needed at this time and date |
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Please include any additional information you have about the event (agendas, flyers, schedules, brochures, etc) and email this form to ana.fineout@utdallas.edu.

**Questions? Contact Ana Fineout, Student Ambassador Advisor
(972) 883-5329 or ana.fineout@utdallas.edu.**