



ACTIVITY REQUEST FOLLOW UP

In efforts to making your activities better please answer the questions below as a collective Club/Organization. Complete and turn in this form to the Office of Student Engagement no later than fourteen (14) calendar days after your activity. Once this form submitted we will proceed with the reimbursement process.

Student Name	Name of Club/Organization	Today's Date
Name of Activity	Activity Date/Time	Location of Activity

Did your Club/Organization accomplish what you all set out to do with this activity?

What went wrong and what could we have done better?

- Before the Activity –
Group suggestions on how to make it better:

- During the Activity –
Group suggestions on how to make it better:

- After the Activity –
Group suggestions on how to make it better:

What went well, highlights, accomplishments?

Club/Organization President Signature: _____ Date: _____