

Application for Organizing Student Activities/Events

江苏电子信息职业学院留学生活动申请表

Application Form should be submitted at-least 5 working days ahead of the event

Organizer /Association(s)		Applicant Name & Relation with the Association	
Mobile		Student ID	
Name of Event			
Date of event		Venue	
Starting Time		Ending Time	
Person in-charge of the Event		Publicity in-charge (notices & news)	
Number of Expected Participants		JSEI Teacher or Patron to be Present at the Event	

Introduction of Event/Activity

Purpose and Mission

Program Schedule

Target Participants

Budget and required equipment/material

Budget:

JSEI will evaluate the event requirements and finalize the budget/equipment to be allocated.

For office use only:

Final Statements:

Confirmation on date and venue:

Signature:

Date:

Stamp of International Education School: