



# Career Center

## Program Request Information

The Career Center is happy to work with student groups and University departments to offer special workshops. If your group or department would like to host a workshop, or develop a hybrid workshop specific to your group, please complete the form below.

<b>Contact Name</b>	
<b>Telephone</b>	
<b>Email</b>	
<b>Organization Name/ Type</b>	
<b>Program Topic</b>	
<b>Suggested Format</b>	
<b>1<sup>st</sup> Choice Program Date &amp; Time</b>	
<b>2<sup>nd</sup> choice</b>	
<b>3<sup>rd</sup> choice</b>	
<b>Event Location</b>	
<b>Equipment Provided</b>	
<b>Attendance Expected</b>	
<b>How will Program Be Advertised</b>	
<b>Program Audience</b>	
<b>Comments/ Questions/ More Info</b>	

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**Fax:** 202.994.6493

**Mail:** Career Center 1922 F Street, NW (Old Main) Washington, DC 20052

You may also complete an online form at <http://gwired.gwu.edu/career/programrequest/>