

UIC Counseling Center Outreach Request Form

While we will make every effort to meet requests, certain peak times of the year do not allow us the time or resources to do outreach programs. Ultimately, it is best if you give us at least two to four weeks notice for a presentation and that you can assure that at least 10 participants will attend. If we are unable to meet your need, we will suggest other resources to you or discuss another time of the year when we might be more available to meet your needs.

After completing the form below, please send a copy to our Assistant Director for Outreach, Johanna Strokoff, Ph.D. via email (jstrokof@uic.edu) or fax (312)996-7645.

Date you would like program (list alternates or what flexibility you have, please):

Time you would like program (start and end time):

Program Location:

Approximate Number of People who will attend:

Organization/Class/Office:

Contact Person:

Phone:

Email:

Type of Program you are requesting:

Are there particular things you want to make sure we address in this program?

What prompted you to request this program?

Other/special requests: