

Student Project Request Form

Thank you for recognizing the University of Pennsylvania Division of Public Safety's as a leader in delivering safety and security services in an urban environment. Due to prior scheduled events and commitments we require at least one month's notice to best prepare and accommodate your visit. Please provide the information below so we can better expedite your request.

Instructions: Complete and submit this form as well as the confidentiality statement, the finished product must be provided to the Division of Public Safety (DPS) for review before it is presented or submitted to the class.

1. CONTACT INFORMATION

Name: _____

Professor/Instructor Name: _____

Phone Number: _____

Professor/Instructor Phone Number: _____

Email Address: _____

Professor/Instructor Email Address: _____

PennID Number: _____

2. PROJECT SPECIFICS

Course Title: _____

Course Description: _____

Detailed Description Of Assignment/Project And Its Purpose (i.e. video, Q&A, interview):

Member(s) of the Division of Public Safety you wish to meet: _____

Amount of time requested to conduct interview: _____

Questions to be asked of the DPS member: _____

3. CONFIRMATION OF REQUEST

Your professor must verify the following in writing (email is acceptable):

1. Confirm you are currently enrolled in the professor's class
2. Confirm the professor assigned this project/paper
3. State the purpose of this project

Email may be sent to Kathleen Anderson, Director of Operations and External Affairs at kanderson@publicsafety.upenn.edu

Please submit this form: in person at the Division of Public Safety, 4040 Chestnut Street, via email to kanderson@publicsafety.upenn.edu, or via fax to 215-573-7042