

## NAMING REQUEST FORM

### Request for Functional/Administrative, Honorific, or Commemorative Naming

Submit this form and all supporting documentation to: Lucy Cossentino-Sinnard, Director, Environmental Graphic Design at University Hall, Suite 600, Mail Location 0186 or Caleb Whitted, Executive Director, Office of University Advancement at University Hall, Suite 100, Mail Location 0064.

**Date of Request**

**Name of Nominator**

**Campus and College or Unit**

**Facility, Space or Program Current Name** (if any)

**Proposed Name**

**Location on Campus**

**Purpose of Facility, Space or Program to be Named**

### Rationale for Proposed Name

Submit Detailed Information on Page 2 of the Naming Request Form

**This submission must include the signatures of the Department/Unit Head and the Senior Vice President for Administration and Finance.**

**Approvals** (signature and date)

**Department/Unit Head**

**Date**

**Senior Vice President for Administration and Finance**

**Date**

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### **Rationale for Proposed Name**

*Please provide a description of the accomplishments of the proposed honoree and detail their historical connection to the university. Include dates when possible.*

*Submit this rationale with Page 1 of the Naming Request Form to: Lucy Cossentino-Sinnard, Director, Environmental Graphic Design at University Hall, Suite 600, Mail Location 0186 or Caleb Whitted, Executive Director, Office of University Advancement at University Hall, Suite 100, Mail Location 0064.*

*NOTE: Funding source for required recognition signage must be identified by requestor*