

### Outreach Request Form

Student Psychological Services offers a range of presentations, workshops, and interviews. We are also available to table at an event you're hosting. If you're interested in such services, please fill out the form below. If you have any questions, contact SPS at 310.243.3818.

- Allow 2-3 weeks advance notice for requests when possible.
- Email completed form to Josephine Lara at [jlara@csudh.edu](mailto:jlara@csudh.edu)

Requester Name: \_\_\_\_\_

Requester Title: \_\_\_\_\_

Academic Department/Student Organization/Student Club: \_\_\_\_\_

Best Contact Phone #: \_\_\_\_\_

Best Contact E-mail (include full e-mail address): \_\_\_\_\_

What type of program would you like?

- Presentation
- Workshop
- Tabling Event
- Interview
- Other: \_\_\_\_\_

What topic would you like for a presentation, workshop, event?

A list of presentation topics can be found below. Customized or unlisted topics may also be requested

- Student Psychological Services Overview
- Managing Stress and Anxiety Workshop
- Self-Care
- Suicide Awareness and Prevention
- Identifying and Supporting Students in Distress
- Other Topic (Please state): \_\_\_\_\_

Requested Date:

- First Choice: \_\_\_\_\_
- Second Choice: \_\_\_\_\_
- Third Choice: \_\_\_\_\_

Requested Time:

- First Choice: \_\_\_\_\_
- Second Choice: \_\_\_\_\_
- Third Choice: \_\_\_\_\_

Length of Presentation (in minutes):

- 30min
- 60min
- 90min
- 120min
- Other: \_\_\_\_\_

Expected Number in Attendance: \_\_\_\_\_

Location (Building and Room #): \_\_\_\_\_

Fill in box for them "All outreach events are currently conducted virtually."

In order to help us plan the most appropriate presentation, please note the available technology/equipment in the room. "All outreach events are currently conducted virtually."

- Computer
- Projector
- Smart board
- White board
- University WiFi

Email completed form to Josephine Lara at [jlara@csudh.edu](mailto:jlara@csudh.edu). Successful submission of the Outreach Request Form is not a presentation confirmation. An SPS staff member will be in contact with you within 3 business days to further discuss your request.