**STUDENT COUNCIL   
AGENDA ADDITION FORM***This form must be submitted to the Student Council Administrative Officer by* ***5:00 PM on the Wednesday*** *prior to the next Student Council meeting in order to be placed on the agenda. A Student Council member will notify you of the status of your agenda addition request.*

Name  
  
Organization/Department

Role in Organization/Department

Phone Number

Email Address

**PURPOSE OF APPEARANCE**

[ ] Presentation   
[ ] Student Comment   
[ ] Committee Report   
[ ] Event/Activity Update   
[ ] Other

**TIME NEEDED**

[ ]5 minutes   
[ ] 10 minutes   
[ ] 15 minutes   
[ ] Other

***GENERAL TOPIC TO BE PRESENTED***   
*Please briefly summarize the topic that you will be addressing before the Student Council.*

**ACTION DESIRED**    
*If applicable, please specify in a single statement what action you desire the Student Council to take as a result of your presentation. Please be as specific as possible.*

**CERTIFICATION**   
*By submitting this agenda request electronically to* [*asg.secretary@cptc.edu*](mailto:asg.secretary@cptc.edu) *I certify that the information provided above is true, correct and complete to the best of my knowledge.*