



School of Conflict Management,
Peacebuilding and Development

Note: Form should be submitted no later than two (2) months prior to requested date to bring an international guest lecturer to campus and no later than one (1) month prior for a domestic guest lecturer. Event must be open to entire campus.

Description of Lecture

Lecturer's Name: _____

Date, Time & Place of Lecture: _____

Title of Lecture: _____

Description of Lecture: _____

Fees and Payment Requested

Airfare: _____

Hotel: _____

Ground Transportation: _____

Honorarium: _____

Requesting Faculty

Name: _____

Signature: _____

Name: _____

Signature: _____

Name: _____

Signature: _____

Approval

Name: _____

Signature: _____ Date: _____