# Student Group Request Form

Student Administration (SA) Student Group functionality allows for tracking of defined populations of students of broad interest to the institution.  Student group functionality provides the ability to manage population of students for operational, programmatic, and data analyses purposes.  Examples of UMBC Student Groups include Meyerhoff Scholars, Pre-Med/Pre-Dent, and Combined Bachelors/Masters.

Student groups require a designated manager.  Managers are responsible for updating and maintaining student group information including timely assignment of students into student group and member status.  For more information about student group protocol, please see the attached document.

Requestor Information:

Name of Requester: _____     Date of Request: _____
Department: _____     Phone Ext. _____
Email     _____

Nature of Student Group: _____
_____
_____
_____
_____

What shared attribute does the requested student group population have in common?

Explain: _____
_____
_____
_____

What broad university interest is met in tracking this group of students?

Explain: _____
_____
_____
_____

Over what period of time, will the particular population of students be tracked?

Explain: _____
_____
_____
_____

Requested Student Group Name (if approved): _____

Administrative Purposes Only:
Student Group Approved:  Yes _____   No _____  Reason: _____
Reviewed by: _____     Date: _____

6/28/11