



Society for Collegiate Journalists



College Media Day Authorization Form

1. Host Chapter _____
2. SCJ Chapter Adviser _____
3. Supporting Organizations
 - a. _____
 - b. _____
4. Date of CMD _____
5. Events (Use separate sheet if necessary)
 - a. Academic

 - b. Business

 - c. Social
6. Institutional Support
 - a. Departmental
 - b. College Dean
 - c. Provost/President
 - d. Local Community
 - e. Other
7. Anticipated cost of CMD Total: _____ (From page 2 breakdown)

Budget Breakdown

- Registration _____
- Keynote Fee _____
- Session Fees _____
- Reception Fee _____
- Transportation _____
- Housing _____
- Meals _____
- Office Expenses _____
- Social Expenses _____
- Publicity _____
- Gifts _____
- Other _____

8. Funding Sources

9. Registration Fee G No G Yes Amount _____

10. Purpose (stated in a paragraph)

11. Theme

12. Evaluation Instruments

13. Long Term Outcomes

For Office Use Only	G	G	G
Executive Director	Yes	No	Pending Approval