

Student Group Request to Access the Roof of Broida Hall for Astronomical Viewing

Student groups requesting to use the Broida roof must have the approval of a Physics faculty mentor. At least one official employee of the department must be present on the roof for the duration of the event, i.e. faculty, academic employee (postdoc, researcher), staff member, or graduate student.

Name of Student Group: _____

Name & Email of Group's Representative: _____

Name of Faculty Mentor: _____

Date for which roof access is requested: _____

From: _____ a.m. / p.m. To: _____ a.m. / p.m.

Purpose of request: _____

Number in attendance: _____

Will Department telescopes be used? ___ Yes ___ No

If yes, review of telescope protocol with Physics Lecture Demonstration Coordinator, Louis Grace, is required prior to the event.

Who will be responsible for the correct setup, use, and return of the telescopes? _____

Date of telescope training/review: _____

Name & email of faculty or staff who will be present on the roof for the duration of the event:

Name: _____ Email: _____

Required Signatures:

I approve the use of the Broida roof by _____ for a one-time astronomical viewing event on _____.

Print (Faculty Mentor) Sign / Date (Faculty Mentor)

I will attend the student group viewing event on the roof of Broida on _____ and will be present for the duration of the event.

Print (Faculty/Department Employee) Sign / Date (Faculty/Department Employee)

I have reviewed telescope protocol with _____ on _____.

Print (Student Group Leader/Representative) Sign / Date (Student Group Leader/Representative)