

Research Administration Education Tracking Form

Use this form to submit information for lectures, talks, or other educational events in which your office was a participant or sponsor. All submissions will be included in AVCRA annual education metrics.

QUESTIONS: rei@wusm.wustl.edu

Event Information

Event Title*

Event Date*

Fiscal Year*

Sponsoring Office(s)

Office Contacts

Audience (check all that apply)

Faculty/Researchers

Administrative Staff

Postdocs

Students

Central Administration

Other, please specify:

Length of Event*

We expect that the presentation and/or agenda will be maintained at the program level. If you have a sign-in sheet from your event, please send it to: rei@wusm.wustl.edu.

If no sign-in sheet is available, please list an approximate number of attendees

Comments

Submitted By*

Date*

If the submit button does not work, please download, save, and email the form to rei@wusm.wustl.edu.