



**PSE Day Application Form
2017/2018**

DEADLINE: April 15, 2016

***By filling out this form, you are requesting a PSE Day at your school. We will try our best to accommodate your request.**

SECTION I: Your contact information (please print clearly)

School Name: _____

School District (if applicable): _____

School Address: _____

School City/Town: _____

School Postal Code: _____

Name of School Contact
(counselor, teacher or principal) _____

Contact's Phone Number _____

Contact's Email Address _____

SECTION II: Date and Time

YOUR SCHOOL DISTRICT HAS BEEN ASSIGNED THE FOLLOWING WEEK(S) FOR A PSE DAY:

Please indicate all **UNSUITABLE DATES** (within the assigned week(s) above) for your PSE Day:

Please select the preferred time for your event:

- AM 9:00-11:00am
- PM 1:00-3:00pm
- Full Day 9:00am-3:00pm
- Eve 6:30-8:30pm
- Eve 7:00-9:00pm

New and Important: We will confirm the date of your event my May 1, 2017. Details regarding specific start times, parking, number of presentations, etc... will be required by May 15, 2017.

SECTION III: Format of your PSE Day and Attendance

Please list all schools that will be participating at your PSE Day, along with the expected number of students from each school. Preference is given to larger events involving other schools in the proximity of the host school:

	<i># of Students:</i>	<i>Grade(s) Attending:</i>
Host School: _____	_____	_____
Invited School: _____	_____	_____
Invited School: _____	_____	_____
Invited School: _____	_____	_____

Please indicate the preferred format of your PSE Day:

- HALF DAY:**
 - Two presentations*
 - OR**
 - Brief intros and booths*
- FULL DAY:**
 - Career Fair (booths only)*
 - OR**
 - Career Fair (booths and presentations)*
- EVENING:**
 - Booths only*
 - OR**
 - SUTIL presentation and booths*

Please Note: 200 combined Grade 11 and 12 student minimum is required for a full day event.

SECTION IV: Submission Information

Please provide parking instructions:

Please provide any additional comments or requests:

To submit your PSE Day Application or for any questions of concerns about SUTIL PSE days please contact the SUTIL Vice Chair at vicechair@sutil.ca