Outdoor Experiential Education
Request Form

Custom Group Experience Request Form

<table>
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<th>Request Date(s)</th>
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<tbody>
<tr>
<td>Request Time</td>
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<tr>
<td>Event Name</td>
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<tr>
<td>Organization/Department</td>
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<td>Number of Participants</td>
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<td>Contact Person Name</td>
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<td>Contact Person Email</td>
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<td>Contact Person Phone</td>
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<td>Secondary Contact Person Name</td>
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<td>Accounting Code for deposit and billing</td>
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1. Please list two intended outcomes for your group’s experience. What are you hoping participants take away from this experience?

2. Please indicate what type of experiences you are interested in having your participants complete

   ___ Camp Fire    ___ Challenge Course at LUREC    ___ Rock Wall Program
   ___ Paddle (3-4 hrs)    ___ Day Hike (5-6 hrs.)    ___ Group Development

3. Please identify the MAIN descriptor for your experience (please only select one):

   ___ Outdoor Reflection    ___ Group Formation
   ___ Team-Building    ___ Leadership Development
   ___ Challenge    ___ Positive time together in a novel setting

4. Is this an open enrollment group (anyone can sign up) OR an existing intact group? What prior team-building/group development activities has your group participated in? Were they helpful or harmful for your group dynamic?

5. What is the style of the group? Are there any interactions that are affecting the group, whether positive or negative?
6. Are there any physical ability concerns?

7. Meals (if applicable - please check one)
   _____ We would like the O.E.E. to provide a simple picnic meal as part of our experience
   _____ We will provide our own packed meal
   _____ We would like to discuss this option further

Please return this form to the Loyola University Chicago, Outdoor Experiential Education via email at outdoors@luc.edu. A member of our team will contact you to discuss your experience within five (5) business days of your submission.

Form Routing and Processing: Office Use Only

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<th>Item</th>
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<th>Staff Member</th>
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<td>Event Reimbursement Per Person Fee Set at [ ]</td>
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<td>Deposit amount (Per Person x Min Participants) [ ]</td>
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