



# PSY Service & Intern Fair:

MICHIGAN STATE UNIVERSITY • DEPARTMENT OF PSYCHOLOGY  
100 PSYCHOLOGY BUILDING • EAST LANSING • MICHIGAN • 48824  
[PSYCHOLOGY.MSU.EDU](http://PSYCHOLOGY.MSU.EDU) • PHONE (517) 353-7271 • FAX (517) 355-5139

**RESERVATION FORM: Event is March 1, 2011 from 2:00 – 5:00 PM**

If your agency is sending more than one person, please list the primary contact person first.

\_\_\_\_\_  
**Title (Dr., Mrs., etc.)                      First Name    Last Name**

\_\_\_\_\_  
**Organization Name    Job Title    Phone**

\_\_\_\_\_  
**Street Address    City    State    Zip**

\_\_\_\_\_  
**E-mail Address    Organization Website**

**Please include a brief description of your organization (2 – 3 sentences):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Additional Representative(s) attending:**

<b>Title (Dr., Mrs., etc.) and Name</b>	<b>Job Position Title</b>
_____	_____
_____	_____
_____	_____

If you are an organization that hires our students and alumni, will you be recruiting students for any of the following? (Please check all that apply and write where we could find the position if it is posted somewhere.)

<input type="checkbox"/> Current job vacancies	How many? _____	Posted? _____
<input type="checkbox"/> Future job vacancies	How many? _____	Posted? _____
<input type="checkbox"/> Organization Internships	How many? _____	Posted? _____
<input type="checkbox"/> Volunteer Positions	How many? _____	Posted? _____
<input type="checkbox"/> Other (please explain: _____)		

Each organization will have a six-foot table with chairs for the representatives. It is recommended that organizations bring their own AV equipment. Does your organization need to be near an electrical outlet?  
Yes or No

Return this form by e-mail or fax to: Department of Psychology, Michigan State University, [psyadvis@msu.edu](mailto:psyadvis@msu.edu) or fax to (517) 355-5139. If you have any questions or accommodation needs, please call 353-7271.

**Return As Soon As Possible**