

PVAMU Visiting Dignitary Form

(Please review the PVAMU Visiting Dignitaries Procedure prior to preparing this form.)

Typewritten Only Please

Dignitary Information		
_____ Name of Dignitary	_____ Dignitary's Title or Governmental Role	
_____ Dignitary Category	_____ Country (if a Foreign National)	
Visit/Event Information		
_____ Purpose of Visit/Event Description		
_____ Name of Event (if applicable)		
President's Attendance/Participation Requested: ____ Yes ____ No		
_____ If yes, please describe the extent of participation requested (e.g., welcome remarks, meeting with dignitary, etc.)		
_____ Date(s) of Visit/Event(s) (Please attach additional information if necessary.)		
_____ Start Time(s) of Visit/Event(s)	_____ End Time(s) of Visit/Event(s)	
_____ Location of Visit/Event(s) (include address if off campus) Please attach additional information if necessary.		
Attachments		
Please attach the following documents and additional information if necessary.		
____ Dignitary's brief biographical information	____ Security plan (if required)	____ Guest list categories
____ Proposed schedule of activities/meetings	____ Additional information (if applicable)	
Expressive Activity (if applicable)		
Will the dignitary be involved in expressive activity on campus? (PVAMU Rule 08.99.99.P1) ____ Yes ____ No		
Community Affairs (if applicable)		
I have informed Community Affairs at PVAMU. ____ Not Applicable ____ Yes ____ No		
Export Controls (if applicable)		
I have contacted PVAMU Export Controls. ____ Not Applicable ____ Yes ____ No		
Person Preparing This Form		
_____ Name of Person Preparing this Form	_____ Phone Number	_____ Email Address
Inviter/Host (e.g., College/School, Academic Division or Department, Administrative Division/Department)		
_____ Name of Inviter/Host		
_____ Name of Signee (person authorized to sign)	_____ Title	
_____ Signature	_____ Date	