

Follow-up/Evaluation Form
Hofstra Student Club & Organization Initiative Fund
Dean of Students Office

Instructions: Please submit this completed form to the Dean of Students Office (243 Student Center) within 10 business days after your program. Funds will be transferred to the appropriate organizational account at that time.

Date _____

Student group _____

Name of primary student contact _____

E-mail address _____ Phone number _____

Name of program _____

Date/time of program _____

Club budget number _____

Program attendance _____

Reflection Questions *(Please write or type a few sentences in response to each of the following five questions located below and on the back of this form):*

1. What did you accomplish as a result of this program?

For administrative use only

Date received _____ Initials _____ Date reviewed _____

Date funds transferred _____ Initials _____

2. What did you learn as a result of this program?

3. Did this program meet/exceed your expectations and, if so, in what ways?

4. What might you do differently if you were to hold/attend such a program again?

5. What might enhance this program in the future?