

CHECKLIST FOR STUDENTS REQUESTING STAFF INTERVIEWS

NAME: _____

Today's date: _____

Interview Topic: _____

Check all that apply: _____ **University Chronicle** _____ **On-camera** _____
_____ **Class assignment** _____ **Other** _____

Deadline: _____

What interview times work for you?

Your contact information: Phone no. _____

E-mail _____

Our staff wishes to provide you with the most factual and up-to-date information possible on the topic you have chosen. In order to do that, we request a list of your interview questions at least 24 hours prior to the interview. If you are conducting your interview on-camera, we will ask that you set up your equipment in an area that will not disrupt patient flow or compromise the privacy of our patients. Thank you for your consideration