Date received:_____   Label:_____

Date decided:_____

Decision:_____   Type of activity:_____

_____

The Child Care Center at Hort Woods
The Pennsylvania State University
Children's Programs

REQUEST TO USE THE PROGRAM

Return form to:

Date:_____

Jill Putnam   Danielle Mangene
jup27@psu.edu   dlb162@psu.edu
Interim Director   Interim Director
The Child Care Center at Hort Woods   Bennett Family Center
Corner of Park and Allen   123 Bennett Family Center
University Park, PA   University Park, PA
Telephone: 814-863-0267 Fax: 814-865-5080   814-865-4057   Fax: 814-863-4523

Name of applicant:_____

Address:_____

Telephone:_____ E-mail:_____

Applicant university affiliation: faculty_____   graduate student_____   undergraduate student_____

Other (specify):_____

If this project is to be completed for course credit, please list the department, course number, and title:

_____

Approximate number of students involved:_____

What type of activity are you requesting (check all that apply):

1. ____Passive observation on the playground (no interaction with children or staff)
2. ____Photographing or videotaping in classrooms or on the playground
3. ____Conducting an activity with children in the classroom
4. ____Conducting an activity with children outside of the classroom
5. ____Conducting a survey
6. ____Interview with administrator, teacher
6. ____Other (specify)_____

Who will the activity involve (check all that apply):

____Infants and toddlers (0-3 years)   ____Preschoolers (3-5 years)
____Infant/toddler **teachers**   ____Preschool **teachers**
____Infant/toddler **parents**   ____Preschool **parents**
____Program director/administrator
____Other (specify)_____

How many visits to the program will be required by each person involved (please include as much detail as possible; days per week, number of hours required etc.) :_____

Approximately how long will each visit last:_____
Proposed beginning date:_____
Proposed ending date:_____

Provide or attach a brief description of the activity. For class projects, a copy of directions from the instructor is fine. A course syllabus is also appreciated. Thank you.

_____

_____

_____

_____

_____

_____

NOTE: Applications MUST be received <u>at least</u> two weeks before proposed beginning date. Decisions about certain types of involvement may take as much as two weeks.

Hort Woods/BFC is a secure access facility and special arrangements may need to be made to accommodate requests to use the program.