Dutchess Community College Writing Center
Hudson Hall 503

Orientation & Workshop Request

Upon completion, please save file and e-mail as an attachment to the Writing Center:
writingcenter@sunydutchess.edu

1. Instructor Name:
2. E-mail address:
3. Phone number:
4. Course Title:
5. Enrollment:
6. Date Requested:
7. Time of Day Requested:
8. Writing Center Orientation Requested? (10-15 minute presentation introducing the Writing Center's services and resources) Yes ☐ No ☐
9. If requesting a workshop, please describe the assignment students will be working on (if applicable):
10. What information or services would you like the Writing Center to provide during the requested workshop?
11. How much time would you like to devote to the workshop?