

WORK REQUEST

Department of Political Science

Name _____ Today's Date & Time _____

DATE & TIME REQUEST IS NEEDED _____

Select where applicable:

- Collating Single-sided
 Duplicating Stapling Back-to-back
 Other (Specify: _____) currently 2 sided

Please check ONE:

- 1st Priority – Exams
 2nd Priority – Syllabi
 3rd Priority – Class Materials
 4th Priority – Conference Paper
 5th Priority – Other

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