



# WRAC

## Computer Lab Request Form

Please fill in the form and return it to the Learning Connection via email:  
[RTupper-Eoff@chabotcollege.edu](mailto:RTupper-Eoff@chabotcollege.edu) or campus mail

For those of you running Groupwise, you can submit this form by clicking here -

Instructor Name: \_\_\_\_\_ Class & Sect. (ex. ENG 101A 001): \_\_\_\_\_

How many seats will you need? \_\_\_\_\_

Would you prefer to reserve:  Room 354  Library Mezzanine  No preference

<b>For one time visits, please fill out the following information:</b>	<b>Office Use Only:</b>
1. Day: _____ Date: ____/____/____ Time: ____:____ to ____:____	Room: _____
2. Day: _____ Date: ____/____/____ Time: ____:____ to ____:____	Room: _____
3. Day: _____ Date: ____/____/____ Time: ____:____ to ____:____	Room: _____
4. Day: _____ Date: ____/____/____ Time: ____:____ to ____:____	Room: _____
5. Day: _____ Date: ____/____/____ Time: ____:____ to ____:____	Room: _____

**For weekly or every other week visits, please fill in the following information:**

weekly  every other week

**Office Use Only:** Room: \_\_\_\_\_

Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

End Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Weekday(s): \_\_\_\_\_

Time: \_\_\_\_:\_\_\_\_ to \_\_\_\_:\_\_\_\_

*We will do our best to accommodate your request. You will receive a confirmation email once the schedule has been determined.*

### ?? Questions ??

Contact Homeira Foth, WRAC Coordinator  
Email: [HFoth@chabotcollege.edu](mailto:HFoth@chabotcollege.edu)

Request Rec'd: ____/____/____	Added to Calendar: ____/____/____	Confirm Email: ____/____/____
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