

Request for Course Related Work (not including Research Studies) Group Observation/Photography

GEORGIA STATE UNIVERSITY
DEPARTMENT OF EARLY CHILDHOOD EDUCATION

CHILD DEVELOPMENT PROGRAM

1. Course Information:

Course Name			
Instructor's Name/ Staff Name		Department	
Email		Phone	

2. Purpose/Procedure of the Visit:

The Purpose of the Visit (Observation, practice use of instrument, conduct activity with children, etc.)
Describe in Detail Your Protocol. (i.e. 2 students will work with 1 child at table. Students will present cards and ask child to identify picture.)

3. Information about Visit:

Date and Time	Date: _____ Time: from _____ to _____
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<p style="text-align: center;">Will you schedule more than one visit?</p>	<p>Yes: _____ No: _____</p> <p>If yes, please specify the other dates and times you and your students would like to visit the center.</p> <p>Date: _____ Time: _____</p>
	<p>Date: _____ Time: _____</p>
	<p>Date: _____ Time: _____</p>
	<p>Date: _____ Time: _____</p>
	<p>Date: _____ Time: _____</p>
<p style="text-align: center;">Names of students/staff/faculty who will visit and GSU affiliation</p>	<p>Name: _____ Affiliation: _____</p>
	<p>Name: _____ Affiliation: _____</p>
	<p>Name: _____ Affiliation: _____</p>
	<p>Name: _____ Affiliation: _____</p>

4. Age Group Requested (Mark All That Apply):

Suttles Child Development Center	Capitol Hill Child Enrichment Center
Infants: _____	Infants: _____
1 year olds: _____	1 year olds: _____
2 year olds: _____	2 year olds: _____
Preschoolers: _____	Preschoolers: _____
Pre-K: _____	Pre-K: _____

5. Are you going to stay in the observation room _____ or want to enter the room _____?

6. Additional meeting space needed? (e.g., conference room) Yes: _____ No: _____

7. Photography:

Are you planning to photograph the children? Yes: _____ No: _____
(If yes, please complete below)

Describe in detail the purpose for taking photographs of the children. (i.e., Pictures taken will be placed in a binder and..., to show during class presentation).

Note: Photographs taken within the GSU Child Development Program may only be used for GSU course related work. _____ (Please initial here.)

8. Materials Used:

What materials will you bring?	(including name of instrument and/or assessment)
What materials will you need? (Tables, books, puzzles, etc.)	

Note: A course instructor must contact Ada Perry, CDP Resource Coordinator, to arrange your course observation two weeks prior to the visit at aperry7@gsu.edu.

Staff Use Only:

Approved _____ Denied _____

Director's Signature _____ Date _____

Reason for Denial
