

Office of Academic Affairs

Date: Student Full Name: Street Name City State Zip code Gender **Cell Phone Number Alternate Phone Number** Email Address

Department Name: Training Level: (if applicable)

Student Address:

Rotation Date:

End Date: Start Date: School Name: Name School contact: Name **Cell Phone Number** Alternate Phone Number Email Address OAA Approver: Name Signature Date





Date:

Forwarded to: Hospital Police/security for visitor pass HR/OHS/Hosp. Police Id div. (Onboarding administration charges may apply) HR: **Chaundra Williams** Room number: T-526 Signature Building: T-bldg Hospital Police (ID division): Building: T-bldg Room number: T-3716 Day/Time available: 8:30 AM – 1 PM 2 PM – 4 PM Employer Health service: Room number: T-359 Building: T-bldg Phone number: 718-245-3550 Day/Time available: 7:30 AM - 4:30 PM