

**Virginia Commonwealth University Health System
(VCUHS) Observer / Sponsor Intake Form**

Note: The Student/Observer approval process can take up to 15 business days

Sponsor Contact Information		
Department		Phone
Supervisor/Contact Person:	Email	Phone
Person Observer Will Report to	Email	Phone
Location		Room

Observer Information			
Name	Email		Phone
Address			
City	State	Zip	
Affiliate School or Organization			
Please note the minimum age for student observers in patient care areas is 16 and must be a junior in high school.			

Are you a current VCUHS employee or volunteer?

Are you a VCU Pre-Health or Pre-Professional student?

Are you a student?

Observation Description		
Start Date	End Date	# of Hours
Description of what student will observe and/or activities		
Email completed form to : Observer.program@vcuhealth.org		
NOTE: If you are observing 6 hours or less, this process is not required. Please contact your sponsor's office.		