

**FLORIDA ATLANTIC UNIVERSITY**  
DEPARTMENT OF OCEAN & MECHANICAL ENGINEERING

**Machine Shop Work Request**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone #: \_\_\_\_\_ Position: Student \_\_\_ Faculty \_\_\_ Staff \_\_\_

Department: \_\_\_\_\_

**For Student Requestors:**

Z Number: \_\_\_\_\_ Semester/Year: \_\_\_\_\_ Major : \_\_\_\_\_

Status: Freshman \_\_\_ Sophomore \_\_\_ Jr \_\_\_ Sr \_\_\_ MS \_\_\_ PhD \_\_\_

**Description of Request:**

Engineering drawings must be attached if applicable. No. of Drawings Attached: \_\_\_\_\_ Desired Due Date: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Approval:**

Grant Acct. No. to Charge: \_\_\_\_\_

Faculty Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Senior Machine Shop Teaching Instructor Notes:**

Total Work Hours: \_\_\_\_\_ Date Completed: \_\_\_\_\_ Comments: \_\_\_\_\_

Send inquiries to: [fknappp@fau.edu](mailto:fknappp@fau.edu)