

Rutgers has established the University Naming Committee (Committee) to review proposed naming opportunities and offer recommendations for accepting or rejecting these proposals to the President of the University and the Board of Governors. Rutgers is committed to preserving and protecting the legacy of the naming opportunity for its designated duration.

All building, academic unit, and academic program name recommendations should be submitted to the University Naming Committee by completing this form. Prior to completing this form, please review the Naming of Facilities and Programs policy for information related to guidelines, procedures, and criteria for naming university buildings, units, and programs.

Date of Request

Name of Nominator

Title

Email Address

Phone Number

Affiliation (e.g. student, faculty, staff, alumnus)

Department/ School / Division

Request type:

New Name

Removal of Name

Rename

Facility, Space, Landscape/Area or Program Current Name (if any)

Proposed Name (or name change)

Location on Campus (Specify campus, building and room number, if applicable)

Purpose of Facility, Space or Program to be Named

Rationale for Proposed Name (Submit detailed information on Page 2 of the Naming Request Form)

Rationale for Proposed Name

Please provide a description of the accomplishments of the proposed honoree and detail their historical connection to the university and/or this particular building, unit or program. Include dates when possible. (75 or fewer words)

Please check the box to indicate what the naming proposal is best associated with. (Attach background materials as appropriate to justify the recommendation)

Philanthropic

Honorific

Sponsorship

Submit this naming request form (and any additional supporting documentation) via university mail to:
Naming Proposal

Planning Development and Design

Institutional Planning and Operations

33 Knightsbridge Road – 3E

Piscataway, NJ 08854

Or submit via email to: pddinfo@ipo.rutgers.edu

NOTE: Funding source for required recognition signage must be identified by nominator/ nominating unit

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For Office Use Only. Signatures will be obtained by the Institutional Planning and Operations.

Approvals (signature and date)

Dean/ Director

Date

Chancellor

Date

President, Rutgers Foundation and EVP Development and Alumni Engagement

Date

Executive Vice President and Chief Operating Officer

Date