



News Release Request Form

We are happy to promote all of the exciting things happening at Crafton Hills College. We will distribute the information to our media list but we cannot guarantee coverage by media outlets. We will also post the information on the college's social media channels: Facebook, Twitter and also post it on the Crafton Hills website.

Please complete the form below (use extra pages if needed), route for the proper approval, scan, and send to Michelle Riggs, Director of Institutional Advancement, if you have any questions you can email Michelle at mriggs@sbccd.cc.ca.us or call 909-389-3391.

If appropriate to the story, please include a high-resolution color picture.

Date:

Group or Individual:

Administrator Approval:

Event, Class or
Item of Interest:

Date:

Time:

Location:

Admission Fee:

Phone/Email for more Information:

Details: