

**It is required that you follow this format when presenting a new Graduate Policy or change in a Graduate Policy for review and approval by the Graduate Council.
Please submit the typed original with all required signatures to the Graduate Council.**

Form functionality most compatible using Adobe Acrobat 9 and newer.

New Policy/Policy Change:

Department or other unit proposing the new policy/policy change:

Contact Person:

This policy is: New Change to a current policy

Briefly describe new policy or change to existing policy as it will appear in university catalog (if a policy change please provide current and proposed versions):

Rationale and expected outcomes for new policy or change to existing policy:

Implementation plan (what semester will new policy/policy change begin; will change be phased in; attach suggested execution)

Attach any letter (s) of support from professional agencies or others within or outside the university.

Reviewed by Dean: _____

Required Signatures—Graduate and Continuing Education New Policy/Policy Change Approval

New/Changed Policy Initiator: _____ Date: _____

Graduate Council Chair: _____ Date: _____
(Indicates Graduate Council approval)

President: _____ Date: _____