

## Academic Affairs

### Administrative Approval Form: Course

This form is to be used for minor changes only (i.e. name changes, non-curricular changes). Approvals will be posted on the Academic Affairs website.

---

Proposer name:

Contact email:

Contact phone:

Department:

---

#### 1. Course Information

Course Prefix and Number:

Course Title:

#### 2. Description of the change:

Include a copy of the Course Proposal Form showing the updated detailed course description with this form. Show “track changes” in the document. Send the completed documents [curriculum@esf.edu](mailto:curriculum@esf.edu).

### 3. Academic Affairs Committee and Office of Academic Administration Approval/Denial

For Academic Affairs Committee and the Office of Academic Administration use only.

Approve

Deny and explanation:

#### Signature

*Erin Tochetti*

---

Associate Provost of Academic Affairs

---

Date