

## 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.

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Proposer name:

Contact email:

Contact phone:

Department:

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#### 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**

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Associate Provost of Academic Affairs

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Date