

Academic Policies and Procedures

Name of Policy

Date of Current Revision:

Primary Responsible Officer:

- Purpose/Policy Statement
- Scope
- Definitions
- Procedures

(At the bottom of the policy is the revision history in italics. For example :)

Revision History:

Approved by the Provost on September 25, 2015.

Edited to reflect (fill in the blank) on September 20, 2014.

Revised and approved by the Provost on February 12, 2012.

Formatting updated August 1, 2013.