**Cover Letter**

According to college and Senate policies, all curriculum proposals need approval by proposer's departmental curriculum committee and Dean's/School's curriculum committee. If a proposal affects other departments or academic units, the affected departmental or unit chairs must acknowledge an adequate consultation was conducted.

Please include this approval for each curriculum proposal for consideration by the Undergraduate Course of Study Committee or the Graduate Course of Study & Academic Requirements Committee. A single Approval Page may be submitted for a set of related proposals. When submitting a set of proposals, please also provide a separate document that outlines how the proposals relate to each other.

**SECTION COMPLETED BY THE DEPARTMENT**

SCHOOL:

SUBMISSION TITLE:

Anticipated Effective Date:

Review and Approval History

Sponsoring Academic Unitt:

Date Approved by Academic Unit’s Curriculum Committee:

Curriculum Committee Chair’s Signature:

**SECTION COMPLETED BY DEAN’S OFFICE**

Date Approved by School/Divisional Curriculum Committee:

Dean’s Signature:

Date Approved by School/Divisional Curriculum Committee:

Dean’s Signature:

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| **CONSULTATION**  **IF THE PROPOSAL AFFECTS ANOTHER ACADEMIC UNIT**  Note that the proposal needs to be approved by the other Academic Unit’s Curriculum Committee. This section is for the other Academic Unit.  Date of the Consultation: \_\_\_\_\_\_\_\_\_\_  Approved by the Affected Academic Unit (check one response): (a) YES \_\_\_\_\_ (b) NO \_\_\_\_\_ (c) Append other consultation statements as needed \_\_\_\_  Affected Department Chair’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**SECTION COMPLETED BY SENATE OFFICE**

SUBMISSION DATE: