

**REQUEST FOR APPROVAL**

FAX: Associate Dean(s)

PAGES: \_\_\_\_\_

DATE: \_\_\_\_\_

<b>TO: Associate Dean</b>	_____ <b>A&amp;H</b>	<b>Fax: 2989</b>	<b>Mail Stop: JO 31</b>
	_____ <b>ATEC</b>	<b>4376</b>	<b>ATC 10</b>
	_____ <b>BBS</b>	<b>2491</b>	<b>GR 41</b>
	_____ <b>ECS</b>	<b>6845</b>	<b>EC 34</b>
	_____ <b>EPPS</b>	<b>N/A</b>	<b>GR 31</b>
	_____ <b>IS</b>	<b>2440</b>	<b>HH 30</b>
	_____ <b>MGT</b>	<b>6425</b>	<b>SM 20</b>
	_____ <b>NSM</b>	<b>2862</b>	<b>CB 10</b>

**FROM:** \_\_\_\_\_ School: \_\_\_\_\_ **A&H** \_\_\_\_\_ **ATEC** \_\_\_\_\_ **BBS** \_\_\_\_\_ **ECS** \_\_\_\_\_ **EPPS** \_\_\_\_\_ **IS** \_\_\_\_\_ **MGT** \_\_\_\_\_ **NSM**

**Fax:** \_\_\_\_\_ **Voice:** \_\_\_\_\_ **Mail Stop:** \_\_\_\_\_

**RE:** \_\_\_\_\_ **STUDENT ID# / NETID:** \_\_\_\_\_  
 STUDENT's NAME (LAST NAME, FIRST NAME, MI)

**REQUEST FOR:** \_\_\_\_\_  
 Course Number \_\_\_\_\_ Course Title \_\_\_\_\_ # of Credit Hours \_\_\_\_\_

**Taken at:** \_\_\_\_\_  
 Institution \_\_\_\_\_ Location \_\_\_\_\_

**During:** \_\_\_\_\_ fall \_\_\_\_\_ spring \_\_\_\_\_ summer \_\_\_\_\_ other \_\_\_\_\_  
 Description \_\_\_\_\_ in \_\_\_\_\_ Year \_\_\_\_\_

**Transfer as:** \_\_\_\_\_ and/or to satisfy \_\_\_\_\_ degree requirement

**CORE DESIGNATION:**

- |                           |                      |                                  |                                      |
|---------------------------|----------------------|----------------------------------|--------------------------------------|
| 010 Communication         | 020 Mathematics      | 030 Life and Physical Sciences   | 040 Language, Philosophy and Culture |
| 050 Creative Arts         | 060 American History | 070 Government/Political Science | 080 Social and Behavioral Sciences   |
| 090 Component Area Option |                      |                                  |                                      |

**Supporting Materials Attached:** Course Description \_\_\_\_\_ Syllabus \_\_\_\_\_ Other \_\_\_\_\_  
 Description \_\_\_\_\_

**ASSOCIATE DEAN RESPONSE:** \_\_\_\_\_ **APPROVED** \_\_\_\_\_ **CORE DESIGNATION** \_\_\_\_\_ **NOT APPROVED \***

\_\_\_\_\_  
 Associate Dean \_\_\_\_\_ Date \_\_\_\_\_

**Update Transfer Articulation Table? YES NO**

\* Reason:

ROUTING (Fax Transmission or Personal Delivery)

Advisor ----> Associate Dean ----> Core Curr Chair ----> Advisor ---->

Student Notified: \_\_\_\_\_ ----> TO REGISTRAR

Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_ By: \_\_\_\_\_ By: \_\_\_\_\_ By: \_\_\_\_\_

Method Notified: \_\_\_\_\_