

Policy Cover Sheet

NOTE: For administrative policies, please consult [Administrative Policy MAPs 01.A.01](#) for additional information or email ZellnerS@uhcl.edu with questions. For Academic policies, please consult Administrative Policy MAP 01.A.01 AP or email provost@uhcl.edu with questions.

Area:

(Please mark one)

Academic Affairs & Provost
Administration & Finance
Student Affairs
UHCL Pearland

University Advancement
Strategic Planning
Strategic Enrollment Management

Policy Title:

(If existing policy, link old policy and include policy number)

(Select One)

Review Requested:

New Policy

Revision to Existing Policy

No Changes

Contact No:

**Responsible Person /
Subject Matter Expert:**

Requested by (date):

Date Submitted:

**Rationale for new
policy / revision to
existing policy (attach
more pages as needed)**

ATTACHMENTS:

MS Word Version of the Policy or Red
line Version for a revision

Record of Changes Form ([click here](#))

POLICY CHECKLIST:

VP Review

General Counsel Review (for
administrative policy cc ZellnerS@uhcl.edu; for
academic policy cc provost@uhcl.edu)

PAC Review

Date Submitted:

Date Submitted:

Date Submitted: