

**ROUTING SHEET**

**FOR DOCUMENTS SUBMITTED TO**

**OFFICE OF THE PROVOST**

**Initiated by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **(Secretary / Administrative Assistant)**

**Reviewed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **(Chair / Asst. Chair)**

**Approved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **(Dean)**

**COMMENTS:**

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