**Request to Rename an Academic** Organizational Unit

Please complete all fields. Boxes may be expanded to accommodate longer responses. Clarifying field descriptions can be found below.

University:

|  |
| --- |
| Current Name of Organizational Unit: |
| New Name of Academic Unit: |
| Academic Department:  The name of the academic department or college in which the organizational unit is located |
| Geographic Site:  The physical site (campus, extended campus, etc.) where the organizational unit is located |
| Brief Description:  A short outline of the activities that the organizational unit performs |
| Reason for Renaming the Organizational Unit:  Please briefly explain why the organizational unit is being renamed. |

Executive Director Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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