**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:

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| 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: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_