

University Policy XXXX: [title of policy]

Responsible Office: Related Law, Policy & Guidelines:			
II.	Policy Statement		
III.	Definitions (in alphabetical order; only items in this definitions list should capitalized in the body of the document)		
IV.	Compliance		
V.	Dates		
A.	Effective Date:		
This	s policy will become effective upon xxxxx		
B.	Date of Most Recent Review		
VI.	Time Table for Review:		
	s policy, and any related procedures, shall be reviewed (select: annually, biennially, or nnially).		
VII.	Signatures		
App	proved:		

Julie Zobel Senior Vice Presiden	Date t & Chief Operatin	- ng Officer
Approved:		
James Antony Provost and Executiv	Date ve Vice President	_
(do not remove his	tory – very impo	rtant to keep as part of document)
Date Approved: Revision Approved:		
Revision Approved:		