PUBLICATION APPROVAL FORM

I. ITEM & DESCRIPTION (Attach item)

Title:_________________________________________________________________________

Type of publication (brochure, poster/flyer, magazine, etc.):__________________________

___ New  ____ Revised

*If revised, indicate the areas or pages changed. Attach previous version.*

External target audience(s) (recruits, students, alumni, etc.):________________________

____________________________________________________________________________

____________________________________________________________________________

II. REVIEW, APPROVAL, SIGN-OFF

A. Requestor:
I have reviewed the above item for content, accuracy and consistency with the department’s mission and the University’s publication guidelines*.  

_________________________________________               _______________________
NAME                                DATE

_________________________________________
TITLE

-Over-
B. **Supervisor or Department Head:**
I have reviewed the above item for content, accuracy and consistency with the department’s mission and the University’s publication guidelines*.

Approved by:

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C. **Vice Chancellor/Unit Head or designee:**
I have reviewed the above item for content, accuracy and consistency with the department’s mission and the University’s publication guidelines*.

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D. **Communications and Marketing:**
I have reviewed the above item for content, accuracy and consistency with the University’s mission, State-mandated guidelines, compliance with UNC General Administration, Consent Decree and other federal regulations:

_____ Approved
_____ Returned for modification as noted below

Reason(s) for return:

____________________________________________________________________

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