**ACADEMIC POLICIES**

The Academic Policies Manual is updated and maintained by the Provost’s Office. It can be found on the website at [Academic Resources (delhi.edu)](https://www.delhi.edu/academics/provost/resources/index.php).

Requests for new policy or the revision of a current policy should be completed using either of the following forms:

Academic Policy: New Proposal from School or Dept.

Academic Policy: Changes Proposals from School or Dept.

New or change proposals must be submitted with the approval of the director, vice president or dean: This can also be found at [Academic Resources (delhi.edu)](https://www.delhi.edu/academics/provost/resources/index.php).

All new or revised academic policy changes should be submitted to the Provost’s Office. From there, they are submitted to the Academic Policies Committee (APC) and copied to the College Senate for approval.

If the APC makes changes to a policy, it should be shared with the Provost’s Office who will share with the dean(s), director or VP to ensure support of their changes.

After the senate approves, the Provost will review the new policy and or change recommendations with the President.

After the President approves, the Provost’s Office will announce the changes in Delhi Today. The manual will also be updated on the website.

Revised 11 9 2022

HDAD/D/MyDocs/Academic Policies/Guideline for requesting new or changes to policy