Faculty-led Program Approval Form

Program Name and Location(s): \_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­

Faculty Leader(s): \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Department Chair and Associate Dean**

To ensure a successful faculty-led program, the following documents should be attached and reviewed **before signing** this Approval Form.

1. Faculty-led Proposal Form
2. Faculty Leader Agreement
3. Syllabus (must include GLP rationale and graduate course information, if applicable)
4. Tentative Itinerary
5. Budget
6. Three bids (if needed)
7. If applicable, Site Evaluation Form (required of new programs) and Petition to Travel to a Travel Advisory Listed Country (if destination is listed ≥ Level 2 by Department of State).

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| **Please review each item and check each box to indicate approval.** |
| * Qualifications of the lead faculty in the academic area, host country, and possible student life/conduct issues have been considered and are approved.
* Alternate faculty leaders and assistants have been identified.
* Travel dates and course dates are approved.
* Course has been approved by Curriculum and instructional Committee (CIC), or a One- or-Two Time Course Approval has been approved or is in process.
* If it is an interdisciplinary program, the appropriate faculty/department(s) have been consulted and approve.
* There are no competing departmental/school course offerings.
* Syllabus meets UW-Stout criteria and includes Global Perspective rationale (if applicable).
* Program meets the Higher Learning Commission (HLC) credit-hour requirement.
* Student demand is expected.
* Faculty overloads have been considered and will be approved (if applicable).
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**We attest to the academic integrity of the proposed faculty-led program, confirm the completeness of the proposal, and recommend this person to lead a University of Wisconsin-Stout study abroad/away program.**

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|  |  Name |  Signature |  Date |
| Department Chair |  |  |  |
| Associate Dean |  |  |  |