

Required Documentation for New Structures and Changes

Updated 5/2/17

Structure Type	New School /Dept /Transfer Cover Sheet	Structural Name Change Cover Sheet	Purdue BOT Transmittal Form	Memo from Chair to Dean, VC, Chancellor
School/College: New	X		X	X
School/College: Name Change		X	X	X
Department: New	X		X	X
Department: Name Change		X	X	X
Department : Transfer to a different School/ College	X		X	X