Letter of intent approval process

Program Director/Faculty
- Contact Graduate School (gremaud@ncsu.edu)
- Complete Letter of Intent, 1-page Concept paper, budget template
- Submit materials to Department Head(s)

Department Head(s)
- Endorse by signing routing form
- Send to College Curriculum Committee(s)
- Notify grad-curriculum@ncsu.edu

College Curriculum Committee(s)
- Endorse by signing routing form
- Send to College Dean(s)
- Notify grad-curriculum@ncsu.edu

College Dean(s)
- Endorse by signing routing form
- Send to grad-curriculum@ncsu.edu

Graduate School
- Send to DELTA VP (if relevant) for endorsement
- Notify Graduate Operations Council
- Endorse
- Send to Provost Office

Provost Office
- Send to SCRT for possible SACSCOC notification requirement
- Schedule for Council of Deans; lead Dean to present;
- Council of Deans endorses
- Provost endorses
- Send to UNC System Office

Remarks
1. The routing may differ for interdisciplinary programs; appropriate routing will be discussed at the initial meeting with the Graduate School.