Submit both sides of this signed form with your publication text/mockup to academic review, or submit it along with your order to UP&G or Creative Services.

Submit academic review requests here: ACADEMICREVIEW@ecu.edu

This process ensures compliance with SACSCOC Principles of Accreditation 4.6 – Federal Requirement (Recruitment Materials): Recruitment materials and presentations accurately represent the institution’s practices and policies.

All recruitment materials have two official sources for academic review:

1. ECU Academic Program Inventory (API). The inventory is located at this persistent web link: http://www.ecu.edu/cs-acad/acadprograms/upload/ECU_AcademicProgramInventory.pdf.

2. ECU Graduate and Undergraduate Catalogs: http://www.ecu.edu/registrar/. Click ‘University Catalogs’ on the left menu bar, and then choose the appropriate catalog(s) for comparison to the publication.

• All recruitment materials should match the source documents above when submitted.
• Refer to the most recently posted API for current degree and certificate program titles, as changes occur frequently and without prior notification throughout the year.
• Refer to the appropriate graduate or undergraduate university catalog for additional program information, such as concentration titles and course titles/numbers.

If a publication is approved that does not match one of these documents, an explanation of the discrepancy should be provided in the comments section of the approval form; for example, a curricular or programmatic change was approved by the chancellor recently, but has not yet been published in the catalog and/or the API.

Origination Date: ______________________ Publication Print Deadline: ______________________

Publication Name: __________________________________________________________

By signing below, I affirm that the academic program(s) described in this publication is/are consistent with the API and the ECU catalog.

Originator signature: __________________________________________________________ Date: ______________________

Email: __________________________________________________________ Date: ______________________

Dean/Director or Designee signature: __________________________________________

Email: __________________________________________________________ Date: ______________________

Institutional Planning and Accreditation Academic Review signature: __________________________

Email: __________________________________________________________ Date: ______________________

(See back to add comments)