Click to Reset Form and Erase All Text

JACKSONVILLE STATE UNIVERSITY

REQUEST FOR REVISION OF THE BUSINESS AFFAIRS PROCEDURES MANUAL

PROCEDURE NUMBER: _____

PROCEDURE NAME: _____

ACTION REQUESTED

ADDITION _____ (attach draft)

DELETION _____

CORRECTION _____ (attach draft)

REASON NEEDED (purpose):

_____

_____

_____

_____

ANTICIPATED RESULTS (including advantages and disadvantages):

_____

_____

_____

_____

REQUESTED BY: _____ DATE: _____

APPROVED BY: _____ DATE: _____