

DELEGATION REQUEST FORM



Complete this form to establish a new Delegation, request a major amendment to a Delegation or disestablish an existing Delegation.

This form is to be used in conjunction with the relevant University Delegation Policy, Procedures and Register.

This form is only for use in the management of academic and student delegations. For delegation matters related to Higher Duties and Financial Delegations use the *Request for Higher Duties and Financial Delegations form*.

New Delegation

Minor Amendment

Major Amendment

Disestablishment

Delegation Category:

Delegation Position
(Click Relevant Position Button)

Band

Function

Source of authority?

What need is filled?

Consultation?

Requestor Name:

Position:

Org Unit:

Date:

Submit this completed form to the relevant Co-sponsor for approval to continue.

- DVC Academic for Student Services and Teaching and Learning delegations.
- SDVC for Research Management and Research Education delegations.

Co-sponsor e-signature

Date