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**eCampus Online Course Departmental Approval**

The faculty member listed below as Course Instructor of Record is requesting eCampus’ support in the design, development and delivery of a fully online course. Prior to working with faculty members, eCampus must ensure that the faculty member has the support and approval of their department and/or academic program.

Participating faculty are compensated for their work designing and developing an online course. They will work with the eCampus Instructional Design and Development staff prior to delivering the course. The design process will typically take 4-6 months and will require an additional time commitment from the faculty member involved. As a further condition of the initiative, it is expected that the department commits to offering the course at least once a year (in Summer or Winter Intersession) for three consecutive years. Other arrangements may be made through the department if this is not feasible.

More information can be found on the [eCampus Online Course Support webpage](https://ecampus.uconn.edu/online-course-support-requests/)

If you have any questions, please contact Desmond McCaffrey, Director of UConn Online at 860-486-3121 or at [desmond.mccaffrey@uconn.edu](mailto:desmond.mccaffrey@uconn.edu)

This completed and signed document confirms department head or program director approval for the design and development of:

**(Course Dept., Number and Title)** Type your response here

(**Course Instructor of Record)** Type your response here

This course will be offered for three consecutive years starting in (**Session/Year)** Type your response here (e.g., Summer 2023)

Department Head/Program Director Name: Type your response here

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please complete this form and mail or fax to:

UConn eCampusUnit 4001

Fax: 860-486-1766

**Scanned copies can be emailed to** [**ecampus@uconn.edu**](mailto:ecampus@uconn.edu)