

UCF Design, Construction, and Renovation Standards Change Request

Change Request Number: _____

Requestor: _____

Date: _____

Standards Revision/Date: _____

Division: _____ **Page:** _____

Paragraph/Note/Table Number: _____

Completed form shall be sent to Ana Santiago (Ana.Santiago@ucf.edu) for distribution to committee. (One deviation per form)
Upon committee action, this form shall be routed to the Directors and Lee Kernek, AVP Administration and Finance, for final approval.

Change requested: Intent of change, include application (new construction, renovation, etc), or other information explaining intent

Rationale: Include pertinent information such as justification, example, change driver, implication, etc.

Proposed language:

UCF Design, Construction, and Renovation Standards Change Request

Standards Review

Standards Committee Review Plan: _____

AVP Review Date: _____

Change Approved? Yes No Pending

Implementation Date: _____

If yes, state change as accepted. If no, provide explanation. If decision pending, record additional information required or explanation.

List forms needing update, actionee, and date due:

Dr. Patrick Bohlen	_____	Date: _____
Curtis Wade	_____	Date: _____
Bill Martin	_____	Date: _____
Dr. Allen Bottorff	_____	Date: _____
Montel Watson	_____	Date: _____
Katherine Gay	_____	Date: _____
Renee Michel	_____	Date: _____
Duane Siemen	_____	Date: _____
Frank Ballentine	_____	Date: _____

Lee Kernek, AVP Administration and Finance _____ Date: _____

Closure Actions

Form Update Completed and Posted: _____
Closure By: _____