LE Liaison Approval Form

Before filling out a Course Shell Request with CareerCatalyst, your department's LE Liaison must approve your program/certificate idea. Please utilize this document if you need clarification on who is assigned as your college's LE Liaison. You will submit this signed approval form to your Course Shell Request. Also, if you are new to requesting courses on the CareerCatalyst platform, please schedule a meeting with a Program Manager at CareerCatalyst; please email Anita Dann (Anita.Dann@asu.edu) before submitting an official request.

Requestor Name:	**Requestor Email:**
Academic Department/Unit :	
Name of Course/Certificate:	
Program Overview (3-4 sentences) Please give a course description, learning outcomes, and intended learning modality:	
Target Audience:	
Anticipated Course Launch Date:	
Intended Collaboration Model:	
Any additional supporting documentation (Syllabus, course content, SME's involved, Instructional Design support):	

_____

Requestor Signature

_____

Date

_____

LE Liaison Signature

_____

Date

ASU CareerCatalyst
Arizona State University