



## REQUEST FORM MAKING CHANGES TO THE WEBSITE

Date: Jan 28, 2015 Submitted

by: Angelica M. Dinh

Submit this form to: VC Jerry Jones

**Request type:** (bug fix, content addition,  content edit, deletion, other)

**Purpose of the Request:** (reason for the request)

The purpose of the request is to change the design.

**Detail(s) of Request:**

changes to the whole design have been updated.

The budget or timeline will not be affected by the changes.

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### **VC internal use documentation:**

Date Received: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Approved: Yes No If no, state Reason

\_\_\_\_\_  
\_\_\_\_\_

Date Changed: \_\_\_\_\_

Does this change affect other pages? Yes or No If, yes, include link to other pages changed.

Changed by:(Name of person) \_\_\_\_\_

Time allotted: \_\_\_\_\_