

**[INSERT MANUAL
NAME HERE
e.g. POLICY
MANUAL]**



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Introduction

1.0 Introduction

1.1 Purpose and Application

1.2 Authority

1.2.1 Florida Board of Governors Related Regulations

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Maintenance and Revisions

6.1 Review Timeline: The Manual will be reviewed every three (3) years or as necessary to ensure that the manual remains consistent with applicable laws, regulations, policies, and procedures. The manual must be consistent with the following:

- Statutory requirements of the State of Florida
- Regulations and directives established by the Florida Board of Governors and FAMU Board of Trustees
- Standard and best practices in the State University System of Florida

6.2 Responsible Party: The Divisional Vice President or Vice President's designee is responsible for ensuring that the manual is consistent with any changes made by the entities. Any major revisions (e.g. statutory requirements, Board of Governors' regulations) made to the manual must be approved in accordance with the UP-01-01 Policy on Policies.

Appendices/Forms

Appendices/Forms

Appendix A

Appendix B



**GREAT THINGS
ARE HAPPENING AT**

FAMU

**EVERYDAY
-LARRY ROBINSON, PH.D.**



College of the Year
1997 - 1998