# Print Approval Policy

Dr.Amara Schook <amara.schook@swcu. edu> To: 11Dr. Adrian Hinkle" <adrian.hinkle@swcu.edu>

Good Morning,

Adrian Hinkle <adrian.hinkle@swcu.edu>

Mon, Oct 17, 2016 at 9:15AM

The policy is in place as far as I know. I need to add this to the website? That must've been an oversight on my part. Under what tab do I need to do this and I will make sure it gets done very soon? Also, as far as the logo, there are items on the website that are embedded that I have not been able to get to in order to remove. Are these really old documents that you are seeing this on? Some I have been able to pull, but there is a collection that I have not. Please let me know when you can. :)

Amara

[Quoted text hidden]

Amara Lett Schook, Ph.D.L

**Vice President for Enrollment Management and University Relations**

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Adrian Hinkle <adrian.hinkle@swcu.edu>

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Dr. Adrian Hinkle <adrian.hinkle@swcu.edu>

To: "Dr. Amara Schook" <amara.schook@swcu. edu>

Bee: "Dr. Dana Owens-Delong11 <dana.delong@swcu.edu> Hi Amara,

Mon, Oct 17, 2016 at 8:37 AM

I am writing to follow-up on our conversation from last June regarding updating our policy for the university style guide. I am seeing multiple documents with incorrect logos. I've been able to get most of them corrected but it would make life much easier if we can get the new policy up on our website. Have you been able to move this forward?

Sincerely, AH

Adrian Hinkle, Ph.D.

Southwestern Christian University School of Professional Studies, Dean adrian.hinkle@swcu.edu

## 405-789-7661

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