

Instructions:

1. **Feel free to copy/paste the text below into your email when reaching out to vendors about the LTI approval process.**
2. **Please CC facultysuccesscenter@kvcc.edu.**

Sample email:

As part of an effort to make sure our institution is complying with student privacy laws and other institutional policies, KVCC has adopted a formal approval process before our Canvas admins can adopt new integrations within our Canvas instance.

The form I'm including has questions about the your product's help desk support, data security, accessibility, etc. Once completed, or if you have any questions, please send them to fschelp@kvcc.edu.

You can find the form at the following link. Please note that we cannot accept a HECVAT in place of this form.

https://docs.google.com/document/d/1gPuxigXhVk8BEC0_gxfjWurnO_XKjJAQdhd2af_36WE/edit?usp=sharing

Our LMS Committee will complete a review, after which a Canvas admin will reach out to you with the results and, if the integration was approved, request next steps for integrating with Canvas.

Thank you,