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COURSE SCHEDULE - CHANGE/ADD/DELETE

TO: Office of Records

FROM: _____ Department Chair

You are hereby authorized to make the following change in the class schedule:

___Fall ___Spring ___Summer 1 ___Summer 2 ___Summer Long _____Year

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 CHANGE

DELETE

ADD

- () Regular course
Subject Code: _____ Course Number: _____ Section Number: _____
- () Research 1700, 1701, 1702, 1703, 2700, 2701, 2702, 2703, 3700, 3701, 3702, 3703, 4700, 4701, 4702, 4703
Subject Code: _____ Course Number: *circle one above* Section Number: _____
- () Special Topics 1750, 1751, 1752, 1753, 2750, 2751, 2752, 2753, 3750, 3751, 3752, 3753, 4750, 4751, 4752, 4753
Subject Code: _____ Course Number: *circle one above* Section Number: _____
- () Directed Study 1800, 1801, 1802, 1803, 2800, 2801, 2802, 2803, 3800, 3801, 3802, 3803, 4800, 4801, 4802, 4803
Subject Code: _____ Course Number: *circle one above* Section Number: _____
- () Internship 1850, 1851, 1852, 1853, 2850, 2851, 2852, 2853, 3850, 3851, 3852, 3853, 4850, 4851, 4852, 4853
Subject Code: _____ Course Number: *circle one above* Section Number: _____

Course Name _____
(title is limited to 30 characters, including spaces)

Credit Hour Value _____

() CROSS-LIST with Dept _____ Course # _____ Section _____

Grading:

() Credit/No Credit

() Regular Credit

Please provide location and time if known.

Time _____
Building _____ Room _____

Professor _____

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Approved:

Department Chair Date

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Processed in Records by _____ Date _____