Department Instructions:

Please complete all the information below for each course section where SRTI forms will be distributed. This batch sheet should be placed on top of the completed course evaluations and sent for processing.

- Use a No. 2 pencil only.
- Do not use ink, ballpoint, or felt tip pens.
- Make solid marks that fill the circle completely.
- Erase cleanly any marks you wish to change.
- Make no stray marks on this form.
- Do not fold, tear, or mutilate this form.

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<table>
<thead>
<tr>
<th>INSTRUCTOR LAST NAME</th>
<th>FIRST NAME</th>
<th>SUBJECT</th>
<th>CATALOG NUMBER</th>
<th>SECTION NUMBER</th>
<th>CLASS NUMBER</th>
<th>TERM</th>
<th>SECTION ENROLLMENT</th>
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