

REQUEST FOR EXCEPTION TO STANDARD CLASS MEETING TIMES

Subject (Department): _____

Course Catalog Number & Title: _____

Semester: _____

Requested Meeting Time(s) and Day(s): _____

Does this course have a General Education designation? Yes No

What is the total enrollment capacity of this section? _____

Has the department scheduled this section into a room under its control or will this section need to be assigned a classroom by Scheduling? Dept Space Needs Classroom

DETAILED RATIONALE FOR REQUEST:

ENDORSEMENTS:

Department Head/Chair	Date
Dean	Date

FOR OFFICE USE ONLY : Approved by Registrar and Deputy Provost? <input type="checkbox"/> Yes <input type="checkbox"/> No
