REQUEST FOR SCHEDULE CHANGE

INSTRUCTIONS: List classes to be changed below. Indicate the type of change in the code column. For currently scheduled courses, list the course as it is currently scheduled on one line and then list the course with the proposed change on the next line. Changes must include all information for the course and must have the signature of the Department Chair, Academic Dean and the Vice-President for Academic Administration.

Change codes are as follows : X = Course as currently scheduled A = Course to be deleted C = Course with proposed change B = New course to be added

Example:	COMM104-001	Communication Skills	3	8:30	9:20	M-TH	NH01	22	08645	Bauer, Luanne	X
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