

DEADLINE: Reading Week of the *current* Spring Semester

Spring ____ AFAS Course Requests

If a new course, please attach the appropriate new course proposal form, attribute form(s), and syllabus. (Please note new courses are subject to being scheduled before 10am or after 3pm to comply with the new College Office guidelines.)

Faculty Name _____

Course #1 Course Number _____

Title _____

Preferred Choice, Day & Times _____

Alternate Choice, Day & Times _____

Enrollment Limit _____ Required Seating _____

Final Exam Options (PLEASE SELECT ONE):

See Instructor ___ No Final ___ Auto Assign ___ (This option will automatically assign a date, time, and room for your exam)

Cross listed departments _____

Course #2 ***Fill out whether for AFAS or another department; needed for scheduling.***

Course Number _____

Title _____

Preferred Choice, Day & Times _____

Alternate Choice, Day & Times _____

Enrollment Limit _____ Required Seating _____

Final Exam Options (PLEASE SELECT ONE):

See Instructor ___ No Final ___ Auto Assign ___ (This option will automatically assign a date, time, and room for your exam)

Cross listed departments _____
