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## REQUEST FOR SCHEDULE CHANGE "Pink Sheet"

Senate Rule 8.1.0: "Any variation from the printed schedule of classes must be authorized by the dean of the college in which the change is to be made upon recommendation of the chairman of the department concerned. The dean shall report the change to the Registrar."

Note: Before submitting this form, you must check with the Registrar's Office for room availability.

REGISTRAR'S OFFICE USE						
Entered in SAP:	Initials	Date				
Room Scheduling:	Initials	Date				

FOR COURSE CHANGES														
PREFIX	COURSE #	SECTION #	EVENT PACKAGE ID #		FROM					то				
I KELIX					CREDITS	DAYS	HOUR	BUILDING	ROOM	CREDITS	DAYS	HOUR	BUILDING	ROOM
FOR C	OURSES	то ве	ADDED											
PREFIX	COURSE #	SECTION #	BUSINESS EVENT TYPE (LEC, LAB, REC)	COURSE TITLE (And Subtitle, if required)	CREDITS	DAYS	HOUR	BUILDING	ROOM	CAPACITY	WAITLIST %	INSTRUCTOI First, Middle, & Las		OCATION
FOR COURSES TO BE CANCELED									CLCNATURE					

FOR COURSES TO BE CANCELED									SIGNATURES
PREFIX	COURSE #	SECTION #	COURSE TITLE (And Subtitle, if required)	CREDITS	DAYS	HOUR	BUILDING	ROOM	Recommended By:
									Chairman of Department  Date  Approved By:  Dean of College  Date

COMMENTS/NOTES