To offer a course for summer quarter, please fill out all blanks on this form. If a particular item or section does not apply to the course you are adding, indicate this by writing "N/A" in the blanks.

Course Subject and Number ___________________  
Course Title _______________________________  
Primary Instructor ____________________________ SSN _____________  
Secondary Instructor(s) ________________________ SSN _____________  

See memo for scheduling information.  
Dates: ________________ to ________________  
Days: M T W R F S  
Time: __________ to __________ begin  

Maximum Enrollment ________  Credits ______  
Room Requirements (for room assignment):  
☐ Windows PC ☐ TV/VCR  
☐ Tables ☐ Other (please specify _______________)  
☐ "Breakout" rooms (list # of rooms and times in Comments section below)  
Room Preference ___________________  

Restrictions ______________________________________________  
(ie, exclude freshmen / include math majors only / exclude graduate students)  
Special Approvals Required __________________________________  
(ie, instructor permission / independent study form / coordinator approval)  
Travel Study Program? ☐ Yes ☐ No (if yes, please specify ________________)  
Cross-Listed Courses _______________________________  

Tuition (if other than regular undergraduate) $_____ flat / per credit (circle one)  
Tuition Detail Code (if other than regular undergraduate) ______  
Course Fees $_____ flat / per credit (circle one)  
Fee Detail Code _____  

Comments:_________________________________________________________________________  
_________________________________________________________________