



Full Name		ID Number	
Phone		E-Mail	
Course Abbreviation		Section	
Number of Credits		Term	
Course title			
Description			
Objectives			
Instructor Contact Hours	(e.g. 3 hours per week for 13 weeks = 39 hours)		
Requirements	(e.g. report size)		

Grading			
Student		Date	
Supervisor		Date	
Graduate Coordinator		Date	

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For Office Use Only	
Date Course Section Scheduled on PeopleSoft	_____
Class Number Assigned from PeopleSoft	_____
Date Registered Student in Course	_____