

# Request for Changes to the Schedule of Classes (Form 75)

[Click for instructions](#)

Subject Abbreviation:  Semester:  Year:

<b>(1) Add New Course(s) or Section(s)</b>									
COURSE NUMBER	SECTION	CREDIT HOURS	SPECIAL APPROVAL	DATES (SHORT COURSES ONLY)	DAYS	TIMES	BUILDING/ROOM	MAX	WAITLIST Y/N

<b>(2) Cancellations</b>				
COURSE NUMBER	SECTION	CRN	NUMBER ENROLLED	JUSTIFICATION

<b>(3) Change in Day(s), Time(s), or Location(s)*</b>								
COURSE NUMBER	SECTION	CRN	FROM			TO		
			OLD TIME	DAYS	BUILDING/ROOM	NEW TIME	DAYS	BUILDING/ROOM

\*Reason for change (required):

\*Justification for change requested:

<b>(4) Change in Maximum Enrollment</b>					
COURSE NUMBER	SECTION	CRN	FROM NUMBER	TO NUMBER	JUSTIFICATION

<b>(5) Other Changes</b>				
COURSE NUMBER	SECTION	CRN	SPECIAL NOTES, SECONDARY TITLES, OR CROSSLISTING CHANGES	WAITLIST Y/N

Chair Signature  Approved  Denied

Dean Signature  Approved  Denied

Processed by (for scheduling office only)

Date Processed