

# 2016-17/2017-18 TEACHING REQUEST FORM

**FACULTY:** RETURN THIS FORM TO YOUR FIELD CHAIR BY SEPT 16.  
**FIELD CHAIRS:** RETURNS FORMS TO BECKY BY SEPT 30.

COAS policy requires cancellation of courses that enroll fewer than ten (undergraduate course) and five (graduate course). If you expect that either of the courses listed below will not make these enrollment minima, please provide justification for why the course should be offered.

## PART 1: FALL 2016

NAME:

COURSE ONE:

Course Number and Title or Topic:

Time/Day, First Choice:

Time/Day, Second Choice:

Media or special room requirements? BE SPECIFIC:

Estimated enrollment:

COURSE TWO:

Course Number and Title or Topic:

Time/Day, First Choice:

Time/Day, Second Choice:

Media or special room requirements? BE SPECIFIC:

Estimated enrollment:

PART 2: SPRING 2017

NAME:

**COURSE ONE:**

**Course Number and Title or Topic:**

**Time/Day, First Choice:**

**Time/Day, Second Choice:**

**Media or special room requirements? BE SPECIFIC:**

**Estimated enrollment:**

**COURSE TWO:**

**Course Number and Title or Topic:**

**Time/Day, First Choice:**

**Time/Day, Second Choice:**

**Media or special room requirements? BE SPECIFIC:**

**Estimated enrollment:**

### PART 3: TENTATIVE 2017-18 COURSE SELECTIONS

**NB: If you anticipate being on full or partial teaching leave for 2017-18, please write "leave" in the space provided for course titles.**

**NAME:**

**F 2017 COURSE ONE:**

**Course Number and Title or Topic:**

**Estimated enrollment:**

**F 2017 COURSE TWO:**

**Course Number and Title or Topic:**

**Estimated enrollment:**

**Sp 2018 COURSE ONE:**

**Course Number and Title or Topic:**

**Estimated enrollment:**

**Sp 2018 COURSE TWO:**

**Course Number and Title or Topic:**

**Estimated enrollment:**