**Date:**

**To: Ameae M. Walker**

 **Vice Provost for Academic Personnel**

**Via:** **Kathryn Uhrich, Dean**

**From:**

**I request that the following Instructional Workload Course values be assigned:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Enter Alpha-Numeric Course Number** | **Enter Course Title** | **Select Type of Activity** | **Enter Course Credit in Units** | **Enter IWC Value** | **Check if this is a New Course\*** |
|  |  |  |  |  | **[ ]**  |
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**\* IWC requests related to New Courses must be accompanied by Academic Senate approval, or a copy of the request for Academic Senate Approval.**

**If there are special circumstances related to any of the requests shown above, please enter that information here:**