Time Waiver Request Form

S.T.A.R

Authorized time patterns must be used when scheduling all course section offerings. Deviations from the University established times must be documented and approved by the Associate Provost/Academic Programs. You must submit an approved copy of this form with the corresponding schedule material (Section Addition Form or Schedule Listing Index). Please list times in military structure.

Subject Code: |__|__|__|__| Course Code: |__|__|__|__|

Course Title:

|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|
(30 characters maximum)

M	T	W	R	F	S	Starting Time	Ending Time
|__|	|__|	|__|	|__|	|__|	|__|	|__|__|__|__|	|__|__|__|__|

Building |__|__|__|__|__|__| Room |__|__|__|__|__|

This course can not be taught in any of the standard time patterns because:

_____

_____

_____

_____

_____

_____

Requestor Information:

Requestor Name (please print):_____

Requestor Deprt/PO Box:_____

Requestor Phone Number/Extension:_____

Date of Request:_____

Approved:

_____ _____

Associate Provost/Academic Programs Date Approved