



**SOUTHEAST MISSOURI  
STATE UNIVERSITY · 1873**

**Summer Request Form**

Requesting Department: \_\_\_\_\_ Date: \_\_\_\_\_

Course Title: \_\_\_\_\_

Course Information: \_\_\_\_\_  
Academic Year                      CRN                      Course Number/Prefix/Section (e.g. CH181-01)

Workload Hours: \_\_\_\_\_ Student Credit Hours: \_\_\_\_\_ Anticipated Enrollment: \_\_\_\_\_

Preferred Delivery Mode: \_\_\_\_\_ Part of Term: \_\_\_\_\_  
F2F, Web, Blended, ITV, CCC

**Faculty Information:**

\*Adjunct \_\_\_\_\_ Regular Faculty \_\_\_\_\_ Faculty Name (if known): \_\_\_\_\_

**Justification for request:**

Why is it important that this course is offered in summer instead of fall/spring?

\_\_\_\_\_

Is this request due to increased enrollments or program interest? O Yes / O No

What type of students could take this course (i.e. majors, minors, or general education)?

\_\_\_\_\_

Will other sections of this course be offered this summer? O Yes / O No

Preferred Delivery Mode: \_\_\_\_\_ Part of Term: \_\_\_\_\_  
F2F, Web, Blended, ITV, CCC

Additional justification or information  
for multiple sections:

Department Chair Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Dean's Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Provost's Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*NOTE: Terms will be compensated as Adjuncts in summer.