



Blackboard Course Change Request Form

This form facilitates requests for personnel and class data to be added to the Blackboard system that would otherwise (as a rule) be generated by NSU systems (Datatel/Colleague, Snapshot).

Instructor of record for the course Course & Section # Date

Department School/College

Requested Action:

- 1) Add NSU faculty member(s) as _____ Instructor _____ Observer for this course.
(Check all that apply)

Name: _____

Rationale for adding: _____

- 2) Add faculty member(s) as Teaching Assistants(s) for this course.

Name: _____

Rationale for adding: _____

- 3) Add graduate student(s) as Teaching Assistants(s) for this course.

Name: _____

Rationale for adding: _____

- 4) Add student(s) to this course.

Name: _____

Rationale for adding: _____

- 5) Other (Please specify).

Name: _____

Rationale for adding: _____

Department Chair Approval Date School/College Dean Approval Date