

# Sac City Blackboard Course Request Form

[ \* ] indicates required field - Buttons for user selections look like this >>

<b>Instructor Details</b>	
Name	[ * ]
Employee Id	[ * ]
Department	[ * ]
College	[ * ]
Campus Email	[ * ]
Phone	[ * ]



<b>Request Options</b>	
Request Menu	



<b>Course Details</b>	
Existing Course Id	Open this link and copy one course from your list >>
Term/Semester	[ * ]
Session	[ * ]
Type of Course	[ * ]



Title	
Course* ie <span style="color: red;">ENGWR300</span>	[ * ]



Publisher Cartridge	
Notes to clarify your request	



<b>Course Section Numbers</b>					
Section Number	[ * ]				
Additional Sections					

Summary:
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Request Action >>

# Sac City Blackboard Course Request Form

*Request Details - Print for your records*

<b>Instructor Details</b>	
Name	
Website	
<b>Request Summary</b>	
<b>Course Details</b>	
Type of Course	
Orientation Info # 1	
Orientation Info # 2	
Orientation Info # 3	
Orientation Info # 4	
Publisher Cartridge	
Notes to clarify your request	
<b>Course Section Numbers</b>	
<b>Notes for Your Computer Platform</b>	
<b>Additional Information</b>	

Request Action >>