

**REQUEST TO OFFER EXISTING  
UAA UPPER DIVISION OR GRADUATE COURSE**

**TO:** \_\_\_\_\_

**FROM:** Gary Turner, Director, Kenai Peninsula College

**DATE:** \_\_\_\_\_

**Course:** \_\_\_\_\_

**Proposed Instructor:** \_\_\_\_\_

**Check One:**                      **First Time Offered**  
  
   **Previously Offered w/Different Instructor**  
  
   **Previously Offered with Same Instructor  
(Student Evaluations Attached)**

**Check One:**                      **Resume Attached**  
  
   **Resume on File with School/Department**

**Class to be Offered:**  
  
\_\_\_\_\_ **Location**  
  
\_\_\_\_\_ **Fall**      \_\_\_\_\_ **Spring**      \_\_\_\_\_ **Summer**

**Need Decision By:** \_\_\_\_\_

**Comments:**

**Signature:** \_\_\_\_\_

**Approved**

**Not Approved**