

Digital Campus

Industrial Technology Bldg, Room 300
278-7373 Email: dcfeedback@csufresno.edu

Combine Course Request Form
Semester: _____ Year: _____

Combined course shells are created 2 weeks before instruction begins and ENDS 1 week after instruction begins.

Requested by: _____
Name Email Telephone Number

When combining a Blackboard course, the original course shells will be REMOVED. Only the combined course section will be seen by faculty and students. This is a permanent change that can not be reversed or undone.

1. Make sure all the courses are Footnoted 15 for Web-Enhanced and 17 for Web-Based in PeopleSoft.
2. If the courses are taught by more than one instructor, this request form must be SIGNED BY ALL instructors. The combined course request will not be processed until Digital Campus receives this request form with the required signature(s).
3. One course will be used as the MASTER course building shell. You must select a Master Course that is the source of the course content. Any course materials, updates, corrections, etc. should be done in the course that will be the Master Course.

List ALL courses that are to be combined (Print Clearly)

Course ID #	MASTER COURSE (Select One)	Course Name	Instructor	Signature(s)
_____	<input type="checkbox"/>	_____	_____	_____
_____	<input type="checkbox"/>	_____	_____	_____
_____	<input type="checkbox"/>	_____	_____	_____
_____	<input type="checkbox"/>	_____	_____	_____
_____	<input type="checkbox"/>	_____	_____	_____

Return signed form to: Digital Campus, Mail Stop IT121