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cases of more than one section, the other sections have also reached the split size. When the option to open another section is taken, the department should submit this form, containing a list of students not lower than the applicable minimum class size, to the OUR not later than the end of Week 2 of the term.

3. For "splitting" and "balancing," this form is valid only if signatures of students are complete.

REQUESTED BY					
CHAIR	DATE				
FOR O.U.R.USE ONLY					