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	change will be <u>denied</u> .
	SYLLABUS CHECKLIST FOR ALL UAF COURSES
	During the first week of class, instructors will distribute a course syllabus. Although modifications may be made throughout the semester, this document will contain the following information (as applicable to the discipline):
	1. Course information:
	☐Title, ☐ number, ☐credits, ☐prerequisites, ☐ location, ☐ meeting time (make, sure that contact hours are in line with credits)
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	2. Instructor (and if applicable, Teaching Assistant) information: ☐ Name □ office location □ office hours □ telephone. □ email address——————————————————————————————————
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	3. Course readings/materials: ☐ Course textbook title, ☐ author, ☐ edition/publisher.
	Course textbook title, if author, if edition/publisher.