



**Office of the Provost**

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Colleagues,

You are receiving this message because one or more of your classes is currently listed in the fall class schedule as "online" but with days and times scheduled. This is the notation the registrar has used for online classes that will be delivered in a synchronous format; i.e., the students will have to log in and participate in real time. At this time, we need to know which, if any of you, will need actual classroom space to deliver these classes. Please let me and your dean know by Monday, July 13 so that we can complete the process of scheduling classrooms for the fall.

A copy of the fall enrollment report filtered for these classes is attached for your reference.

Thanks,

Gary

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