

Unit Plan: Enrollment Requests

Unit: Instructional Technology Center

Division or Area to Which You Report: Applied Technology and Business

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Audience: Budget, Deans, CEMC, IPBC

Purpose: To recommend changes in FTEF allocations for subsequent academic year and guide Deans and CEMC in the allocation of FTEF to units.

Instructions: In the area below, please list your requested changes in course offerings (with reference to corresponding change in FTEF) and provide your rationale for these changes. Be sure to analyze enrollment trends and other relevant data (<http://help/EMC/>). Please seek your dean's assistance as needed.

Not applicable