SMITH COLLEGE SCHOOL FOR SOCIAL WORK

MSW SPECIAL SCHEDULING REQUEST FORM
Deadline: February 23, 2015 (2nd summer students)
2 weeks after acceptance (1st summer students)

Name (please print): ____________________________

Smith ID number: 99_________________________ Class: (ex. A16)__________________________

Email address: ______________________________ Phone #___________________________________

I have accepted the offer of admission to the Smith College School for Social Work. I understand that SSW classes are scheduled in two summer terms using the Class Block Chart below; 10-week courses, e.g., 101/102, 160/161, meet at the same time with the same instructors both terms. Working within those parameters, my personal circumstances, outlined below, are such that I would greatly benefit from a special schedule created by the Office of Academic Support Services if it is feasible to do so. In order to have my request considered, I understand that it must reach the Office of Academic Support Services within two weeks of my acceptance of the offer of admission.

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<th>Time</th>
<th>Mon</th>
<th>Tues</th>
<th>Wed</th>
<th>Thurs</th>
<th>Fri</th>
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<tbody>
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<td>8:30-10:25</td>
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(Unshaded areas on the chart represent official class meeting blocks for SSW summer academic terms.)

Please consider the following request for special scheduling:

__________________________________________________________

The reason/s for my request is the following (this information is required but will be held in confidence):

__________________________________________________________

__________________________________________    __________________________
Signature                                      Date