Congratulations! You have completed the form.

The special codes and grids.

Enter the class section in the first 3 columns (A, L, M) of the special codes grid.

Enter the CRN in the last 5 columns (F through J) of the special codes grid.

Enter the identification number grid. Fill in the corresponding bubbles.

Enter the course number in the first 3 columns (A, B, C) of the identification number grid. Fill in the corresponding bubbles.

Enter the course identifier (e.g., MAT, PSY, etc.) in the last 3 columns of the name grid. Fill in the corresponding bubbles.

Please use the same name as on your identification grid. Fill in the corresponding bubbles.

Enter instructor's name in the first 16 columns of the name grid. Please use the same name as on your identification grid. Fill in the corresponding bubbles.

Use #2 pencil or a Sanford Brand Sharpie. Ink will not scan.

Header sheets: Follow these simple instructions for completing each header sheet. Each header sheet must accompany the evaluation form for each class. Follow these simple instructions for completing each header sheet. Each header sheet must accompany the evaluation form for each class. If a blue pen is used, results will be recorded correctly.

Instructions for Completing Blue Header Sheets