



Class Scheduling  
Change of Master (COM) Processes and Flowchart

**Note**

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*Class Scheduling*

*Schedule Building Phase*

**Not Required**

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*Facility ID*

*“Late Start,”*

*Enrollment Capacity*

*Enrollment Capacity*

*Facility ID*

**Required**

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*Instructor Assignment*

*“Late Start,”*

*Enrollment Capacity*

*Facility ID*

*Instruction Mode*

*Location*

*Special Projects Independent Study*

*\*Reference 01/2015 PC Curriculum Committee Minutes*



