



COURSE INFORMATION FORM

Email to: projectexcel@vinu.edu

Fall Semester / 1st and 2nd Trimester / Year-Long Courses Due May 31st
Spring Semester / 3rd Trimester Courses Due November 1st

Academic Year: 2024-2025

COURSE INFORMATION

Semester (Check One): Fall ☐ Spring ☐ Year-Long ☐ 1st Tri ☐ 2nd Tri ☐ 3rd Tri ☐

VU Course Number: _____ VU Course Title: _____

SECTION 1 INFORMATION

Date Class Begins: _____ Date Class Ends: _____ Time Class Begins: _____ Time Class Ends: _____

Class Meets On: M ☐ T ☐ W ☐ R ☐ F ☐ # of Students Estimated: _____

Project EXCEL office use only: CRN: _____ Section #: _____

SECTION 2 INFORMATION

Date Class Begins: _____ Date Class Ends: _____ Time Class Begins: _____ Time Class Ends: _____

Class Meets On: M ☐ T ☐ W ☐ R ☐ F ☐ # of Students Estimated: _____

Project EXCEL office use only: CRN: _____ Section #: _____

SECTION 3 INFORMATION

Date Class Begins: _____ Date Class Ends: _____ Time Class Begins: _____ Time Class Ends: _____

Class Meets On: M ☐ T ☐ W ☐ R ☐ F ☐ # of Students Estimated: _____

Project EXCEL office use only: CRN: _____ Section #: _____

SECTION 4 INFORMATION

Date Class Begins: _____ Date Class Ends: _____ Time Class Begins: _____ Time Class Ends: _____

Class Meets On: M ☐ T ☐ W ☐ R ☐ F ☐ # of Students Estimated: _____

Project EXCEL office use only: CRN: _____ Section #: _____

SECTION 5 INFORMATION

Date Class Begins: _____ Date Class Ends: _____ Time Class Begins: _____ Time Class Ends: _____

Class Meets On: M ☐ T ☐ W ☐ R ☐ F ☐ # of Students Estimated: _____

Project EXCEL office use only: CRN: _____ Section #: _____

SECTION 6 INFORMATION

Date Class Begins: _____ Date Class Ends: _____ Time Class Begins: _____ Time Class Ends: _____

Class Meets On: M ☐ T ☐ W ☐ R ☐ F ☐ # of Students Estimated: _____

Project EXCEL office use only: CRN: _____ Section #: _____

HIGH SCHOOL/ CAREER CENTER INFORMATION

Instructor Name: _____ High School or Career Center: _____

Instructor Telephone: _____ Instructor Email: _____

Guidance Counselor Name: _____ Guidance Counselor Email: _____

PROJECT EXCEL OFFICE INFORMATION ONLY

Instructor ID A00 _____ Room Code _____ Attribute Codes _____

Faculty Liaison _____ High School or Career Center _____

Entered in Banner on _____ by _____