

Gutknecht, Joy

From: [REDACTED]
Sent: Thursday, February 14, 2019 11:32 AM
To: Office of Instruction
Cc: Lara, Daniel; Seney, Steven; Gutknecht, Joy; Boles, Larry
Subject: Re: Spring 2018-2019 Teaching Assignment Confirmation & Textbook Order Information

I can confirm the below information is correct. I have submitted the text link.

[REDACTED]
AQS Program Instructor
541.867.3474 x5326

From: Office of Instruction
Sent: Tuesday, February 12, 2019 3:50:45 PM
To: [REDACTED]
Cc: Lara, Daniel; Seney, Steven; Gutknecht, Joy; Boles, Larry
Subject: Spring 2018-2019 Teaching Assignment Confirmation & Textbook Order Information

[REDACTED]
Can you please "reply all" to confirm the following teaching assignment, or to correct any mistakes you may see.

(you may need to scroll right to see all information)

Course/Section	Title	Day	Start/End Time	Location	I
AQS186-Z1	INTRODUCTION TO SCIENTIFIC DIVING	T R	4:30PM-6:20PM	CC-245	[REDACTED]

Please also fill out the course book order form here as soon as possible for your class(es):
<https://form.jotform.com/60495822352962>, **even if your class does not require a text** (there is a box to check if there is no required textbook). Remember that we are required by law to state on the course list whether the course has a text, and whether it is low cost or no cost, so it is very important to fill out this form as soon as possible to get this information to our students.

Thank you,
Tabitha

Tabitha Hoadley Administrative Assistant

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