



# Course Assignment Sheet

Academic Year	
Last Name	First Name
Department	
Division/School	

TERM	CRN	SUBJECT	COURSE NAME	# of CREDITS	COURSE LOAD*	FTE*

**Total:      Credits      LOAD      FTE**

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\*Standard Course Load and FTE Assignment:

- 4-credit course = 1.00 course load = 0.167FTE
- 3-credit course = 0.75 course load = 0.125FTE
- 2-credit course = 0.50 course load = 0.083FTE
- 1-credit course = 0.25 course load = 0.042FTE

If the course load and/or FTE assigned to any course listed above does not correspond to this standard, please explain below: