

# OFFICIAL SYLLABUS REQUEST

**Send To:**  
 Alverno College Archives  
 PO Box 343922  
 Milwaukee, WI 53234-3922  
 414-382-6202  
[archives@alverno.edu](mailto:archives@alverno.edu)

**Please PRINT**

Academic Program \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Student # or SS # \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Telephone Number \_\_\_\_\_

Other names used at Alverno \_\_\_\_\_ Dates of Attendance/Graduation Date \_\_\_\_\_

**SYLLABI FEES**

- \$5.00 per syllabus – due at time of request
- Syllabi mailed or ready for pick-up 1 week after request received (Standard Service)
- Note: If needed before 1 week, cost will be \$8.00 per syllabus (Rush Service)

**NUMBER OF SYLLABI REQUESTED:** \_\_\_\_\_ **Standard** \_\_\_\_\_ **Rush** \_\_\_\_\_

**Syllabi List: (Please provide a complete course name, instructor and term/year of attendance for each syllabus. For more than 3 syllabi a separate sheet can be included)**

Course Number & Name	Instructor	Semester/Year Taken

Course Number & Name	Instructor	Semester/Year Taken

Course Number & Name	Instructor	Semester/Year Taken

**If syllabus is to be mailed, provide complete name and address of recipient(s). \*Fax numbers may be included for RUSH JOBS ONLY:**

**Beginning Spring 2004 syllabi available electronically. \*\*Provide email address if you want sent electronically:**

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**FOR OFFICE USE ONLY**

Amount Paid \_\_\_\_\_  
 Date \_\_\_\_\_  
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