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| **Instructor:** |  | **Class:** |  |  |
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| **Date:** |  | **Time:** |  |  |
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| ***Guest Speaker*** |
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| **Name:** |  |  |
| **Affiliations:** |  |  |
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| **Intent/Value to Class:** |  |  |
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| **Instructor Signature:** |  | **Date:** |  |  |
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| **V. P. Instruction Signature:** |  | **Date:** |  |  |
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| ***For office use:*** |  |  |  |
| *Copy distributed to instructor*  |   Scan  |  |  |