

CERRITOS COLLEGE
INSTRUCTOR OFFICE HOURS

TO: Academic Affairs

DATE: _____

FROM: _____ (DIVISION)

SEMESTER: FALL: _____ SPRING: _____ SUMMER: _____

OFFICE HOURS/ STUDENT HOURS SCHEDULE

INSTRUCTOR NUMBER	INSTRUCTOR NAME	NO. OF HOURS	FROM: (DAYS/TIMES)	TO: (DAYS/TIMES)

RELEASE TIME HOURS

INSTRUCTOR NUMBER	INSTRUCTOR NAME	NO. OF HOURS	%	FROM: (DAYS/TIMES)	TO: (DAYS/TIMES)

APPROVAL: _____
(Division Dean)

(Dean of Academic Affairs)