

Blackboard Course Size Increase Request Form

Instructor Name:

Course number and section (e.g., PSY 1001 BMW)

Semester (e.g., Fall 2015)

Requested increase (check one): Tier 2: 1.5 GB Tier 3: 3 GB

Justification: Please provide a detailed justification for the increase in course size.

Example: I am currently teaching an online course with a total of 25 students. The students must submit all assignments through Blackboard. My course consists of two major individual projects that include multimedia-rich PowerPoints and supporting documents.

Once completed, please save this file and submit it to helpdesk@baruch.cuny.edu with the following text in the subject line of your email: "Course Size Limit Increase Request"

*** We cannot guarantee that your request will be granted. CUNY indicates that after they have made the final decision, requests will take 24 to 48 hours to complete. ***