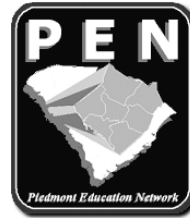


# INSTRUCTOR to **PEN CLASS**

**DELIVER TO:** Please check the proper outbound destination for this envelope

- Abbeville   
  Edgefield   
  Greenwood (Jennifer Stroud Rm111G)
- Laurens   
  Newberry   
  Saluda   
  McCormick



TODAYS DATE:

DATE of EVENT:

COURSE/SECTION:

INSTRUCTOR:

Office/Room Number:

Phone Number:

**CHECK ALL THAT APPLY:**

- EXAM   
  GRADED PAPERS   
  HANDOUTS   
  OTHER

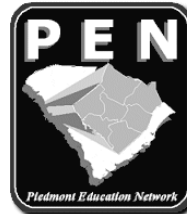
**SPECIAL INSTRUCTIONS:**

**NO RETURN NECESSARY**

# PEN CLASS to INSTRUCTOR

**DELIVER TO:** Please check the proper return destination for this envelope

- Abbeville     Edgefield     Laurens  
 Newberry     Saluda     McCormick  
 Greenwood – Office Location



**TODAYS DATE:**

**COURSE/SECTION:**

**INSTRUCTOR:**

**CHECK ALL THAT APPLY:**

- EXAM     GRADED PAPERS     HANDOUTS     OTHER

**SPECIAL INSTRUCTIONS:**