Merge Blackboard Courses

Requests to merge courses:

- Should be submitted in writing by the instructor on record to the itrequests@tamucc.edu with the following information:

Please expect up to two business days (8am-5pm) for your request to be completed

1. Name
2. Island ID
3. A-Number
4. Phone number
5. List of course ID’s to merge (this may also be called a CRN.Termcode)

   For example, the following is a full course description. The more information provided the better, but the crucial numbers are highlighted. These should always be included.

   12551.201401 [SP-14] HIST-1301-552 - U.S. HISTORY TO 1865)

6. Designated master course

   The master course is the course the instructor wants students to see when the merge is complete, so typically it is the course that contains the course content.

   NOTE: If an instructor is requesting that their course be merged with another instructor’s course, all instructors involved must send in consent to allow completion of the merge request.