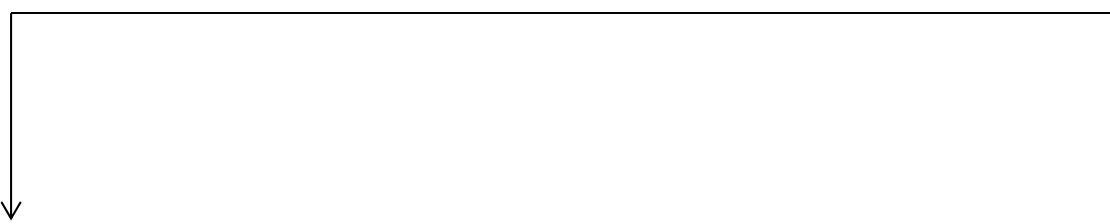


Faculty must communicate their release time with chair/dean and coordinate with them accordingly.



ORSP sign the form as well.
Faculty must coordinate their

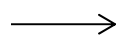
release/assigned time with their chair and dean before the start of the academic term where the time is used.

Dept/College must follow their own processes to communicate information to Academic Affairs



ORSP review the request, ensure the information is complete and that it complies with grant requirements.

ORSP on Faculty Request Form via



End