

If you answered “yes” to the question above please answer the following:

Who will this external appointment be through?

What is the purpose of this appointment?

Is this a compensated or uncompensated appointment?

PREVIOUS LEAVE(s) (Please provide a complete list of leaves taken to date; indicate type and date. Attach a separate sheet if necessary.)

SIGNATURES:

I am aware of the conditions outlined in the above text.

Faculty Member _____

Date _____

Department Chair _____

Date _____