**Academic Stipend Position Request Form**

*Effective July 1, 2014*

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Academic year: | | |  | | | | | | | |
| Name: |  | | | | | | | | | |
| Status: |  | | | | | | | | | |
| School: |  | | | | | | | Dept.: |  | |
| Project Supervisor: | | | | |  | | | | | |
| Project Start Date: | | | |  | | | | Project End Date: | |  |
| ***(NOTE: MUST MATCH DATES ON PAF)*** | | | | | | | | | | |
| Budget No. (10 digits): | | | | | |  | | | | |
| Total Stipend Amount: | | | | | | **$** | | | | |
| Project Title: | |  | | | | | | | | |
|  | | | | | | | | | | |
| **Main Responsibility:**  (Check any one) | | | | | | | 71134 – Academic Administration (Asst/Acting Chairs, Accreditation, etc.)  71135 – Curriculum Coordination, Development and/or Support  71136 – Instructional Support (Lectures, Lecture series, Guest Lectures)  71137 – Other (Type in) : | | | |
| **Specific Duties:** | | | | | | | | | | |
|  | | | | | | | | | | |

***Payments will be evenly distributed over the project start and end dates (Regular pay date).***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Faculty acceptance: | |  | | Date: |  |
| Chair’s/Supervisor’s approval: | | |  | Date: |  |
| Dean’s approval: |  | | | Date: |  |
| Provost’s approval: | | Kirk E. Pillow | | Date: |  |

**(Must be attached to PAF submission)**