



## FACULTY STUDY/SERVICE STIPEND REQUEST FORM

Each academic year, \$700 is available to teaching faculty for attendance at professional meetings and for transcultural study and service. Funds for individual faculty members may accrue over a period of no more than five years, and to no more than \$4200.

Regular professional improvement funds, and the library book budget, should be used for books and journals before turning to this fund. When funds for books are requested, the request should indicate that the books to be purchased are not, and will not likely be, available in the library.

### I am requesting funds for the following purposes:

Please provide specifics below.

*(For example, budget for professional travel or rationale for book purchases.)*

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Faculty Member	Amount Requested	Date
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Dean	Amount Approved	Date
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cc: Dean's Office; Business Office

#10-225-2161

*Form revised November 2018*