# Faculty Release Time

**Term:** _____ **Circle:** **Main Campus** **Extended Campus**

**Department Name** _____ **Completed by:** _____

**Date of Request:** _____ **Date of Revision:** _____

| Instructor Name (Last, First) *AND* 960 | Percentage of Release | Reason for Release time (list one per line) | Code |
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| **Grand Total** | | | |

Codes:

ADJ - Adjunct

CHR - Chair

DICO - Director/Coordinator

LABC - Lab Coordinator

RSCH - Research

SPEC - Special Assignment

SPRE - Sponsored Research

**Department Chair**

**Date**

**Dean/Director**

**Date**

11/21/2013

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