|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Date of Request: | |  | | | Request for Academic Year: | | |  | | Fall  Winter  Spring  Summer | | |
| Requested by: | | |  | | | | | , Manager | | | | |
| Adjunct Faculty Name: | | | |  | | | | PID#: |  | | | |
| Department: |  | | | | | | | Division: |  | | | |
| **This Request is for the Following Dates:** | | | | | | Beginning: |  | | | | Ending: |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| CURRENT YEAR: | |  | | | |  | REQUESTED FOR THIS TERM: | |
|  | Summer | | Fall | Winter | Spring |  |  | |
| Credit Load: | LHE | | LHE | LHE | LHE |  | Credit Load: | LHE |
| Noncredit Load: | LHE | | LHE | LHE | LHE |  | Non-Credit Load: | LHE |
| Contract Ed.: | LHE | | LHE | LHE | LHE |  | Contract Education: | LHE |
| **TOTAL:** | LHE | | LHE | LHE | LHE |  | **TOTAL:** | LHE |

**Faculty Member’s History of Last Three Years:** [**Attach ARGOS report SIR0032**]

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | YEAR: | | | | | |  | Summer | Fall | Winter | Spring | | Credit Load: | LHE | LHE | LHE | LHE | | Noncredit Load: | LHE | LHE | LHE | LHE | | Contract Education: | LHE | LHE | LHE | LHE | | **TOTAL:** | LHE | LHE | LHE | LHE | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | YEAR: | | | | | |  | Summer | Fall | Winter | Spring | | Credit Load: | LHE | LHE | LHE | LHE | | Noncredit Load: | LHE | LHE | LHE | LHE | | Contract Education: | LHE | LHE | LHE | LHE | | **TOTAL:** | LHE | LHE | LHE | LHE | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | YEAR: | | | | | |  | Summer | Fall | Winter | Spring | | Credit Load: | LHE | LHE | LHE | LHE | | Noncredit Load: | LHE | LHE | LHE | LHE | | Contract Education: | LHE | LHE | LHE | LHE | | **TOTAL:** | LHE | LHE | LHE | LHE | |  |

**Faculty Certification:**

I certify that the above information is correct.

Faculty signature: Date:

**Dean Certification:**

I certify that the above information is correct.

Dean signature: Date:

**Rationale for request**:

|  |
| --- |
|  |

**Action by the Appropriate Vice President**:  Approved  Denied

Date:

□ Vice President of Instruction □ Vice President of Student Services

|  |  |
| --- | --- |
| * Copy to Division Office : |  |