

Dedman College

**Request for Course Load Reduction
for Sponsored Project Work**

Dedman College faculty members requesting course load reduction to accommodate a sponsored research project must complete this form and have it signed by the Dean prior to preparation of the project budget and Form II by the Office of Research Administration. A copy of the executed form must be attached to the Form II before it is circulated for approval, and a copy of the executed form must be attached to any subsequent Form III. Approval for course reductions can only be made one year at a time although tentative advance permission is offered per this form.

Complete this form and send it to the Dedman College Dean's Office, Dallas Hall.

Date: 11/06/2006

Faculty Member Name:

Department:

Project Title:

Project Start Date:

Project End Date:

Sponsor:

Normal Course Load

Course Load Requested

I hereby conditionally approve reducing the course load from _____ to _____
_____ during the period of the grant or contract.

Department Chair

Date

Dean of Dedman College

Date