Appendix A

Name: _______________________________  Department: ____________________________

FACULTY REQUEST FOR OUTSIDE EMPLOYMENT

ACADEMIC YEAR 2016-17

I request permission to accept the following outside employment while on the faculty of The University of Dayton. This request is made in accordance with the Policy on Faculty Outside Employment and Additional University Services.

1. Employing or contracting organization/entity (may list more than one organization)
   __________________________________________________________

2. Nature of duties to be performed:
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

3. Period of outside employment (cannot extend beyond 12 months):
   __________________________________________________________

4. Average number of hours per week, per month or other fixed time period required for each activity
   __________________________________________________________

5. Total average number of hours per week, per month or other fixed time period of approved outside employment for this academic year, including that requested on this form:
   __________________________________________________________

I hereby certify that the outside employment activity reported does not constitute a conflict of interest and will not interfere with my regular employment at the University of Dayton.

__________________________________________  ____________
Faculty signature                      Date

APPROVALS:

Department Chair/Unit Head  ____________________________  Date

Dean  ____________________________________________  Date

Provost  ____________________________________________  Date