

REQUEST FOR EXCEPTION TO THE LIMIT ON SUMMER APPOINTMENT

Academic Employee Name _____ AY salary: _____

I hereby request permission to be employed by the University for the following summer period and to receive compensation that exceeds 2/9ths of my academic year salary. This service will be in addition to my academic year appointment. From: _____ To: _____
At: _____% over 2/9ths of my regular academic year salary

Reasons why the work requires my active participation for the entire period stated above (continue on attached sheets if necessary):

I certify that the work will be performed during the period for which compensation is requested.
I also understand that this appointment may be incorporated in the Faculty Activity Analysis process for documentation of compensation for personal services.

Signature Date

Approvals:

Dept Head/Unit Exec Off. Date Dean Date Provost Date
Home College

Additional Approvals, *if applicable* *:

Dept Head/Unit Exec Off. Date Dean Date Provost Date
Appointing College

Additional Approval, GRANT FUNDED ONLY:

I certify that:

- Funds are available to pay the proposed summer appointment and that the work to be performed will be consistent with the objectives of the work approved by the sponsor.
- Any rebudgeting of available funds to permit this appointment will not interfere with previous commitments to student support, equipment acquisition, service contracts, etc.
- If funds are from an external sponsor, the sponsor's rules permit the proposed appointment. (Note that NSF does not permit an exception to the more than 2/9 summer support except in "truly unusual" cases.)

Principal Investigator Date

*This applies to individuals who are being employed in a unit outside of their home unit for the summer.

**SUBMIT THIS ORIGINAL FORM TO THE PROVOST OFFICE, ACADEMIC HUMAN RESOURCES,
AFTER OBTAINING ALL OTHER APPROPRIATE SIGNATURES.**