

APPENDIX F

RELEASE TIME FORM

Name		ID#	
Department		Cost Center	

applies for/is assigned to release time for Semester: _____

Load Points		Credit Hours		Contact Hours Per Week		# of Weeks		Class Code

for the purpose of _____

upon the following conditions _____

 Faculty Member Date

 Immediate Supervisor Date

 Dean Date

 Vice President, Academic Affairs Date

Note: If release time is awarded for any items covered in 6.06, an IPA must be completed and attached.

Note: According to Florida Statutes, the release time request is not complete until approved by the President.