

REQUEST FOR STIPEND
Adjunct Faculty College-Sponsored Development Activity

Part I

Submit for approval at least one week, but no more than one month, prior to the date of the activity.

Name:

Mailing Address:

Division: AHHS SSBU STEM SDEV LIB

Campus: Jamestown Olean Dunkirk

Activity:

Activity Date:

This is my 1st 2nd 3rd 4th request this academic year, September 1 – August 31
(maximum of 4)

Briefly explain how this activity is related to your development as a JCC faculty member:

Signature _____

(Division Dean or Director of Libraries)

Date _____

Approved

Tentatively Approved

Denied

Explanation of decision (if needed):

Part II

Please confirm and return to your Academic Affairs Assistant after activity has been completed.
This must be received within 2 weeks of the completed activity.

I have completed the activity described above.

Signature _____

Date _____

9.3.20