

COURSE RELEASE APPLICATION FORM

INSTRUCTOR/DEPARTMENT: _____

ACADEMIC YEAR: _____
(July 1-June 30)

Regular Complement of Courses Taught		
Semester 1: Spring/Summer Term _____	Semester 2: Fall Term _____	Semester 3: Winter Term _____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Courses Release

Student Enrollment (Actual)

Term: _____

Department for whom Course Release taught:

Amount: \$ _____

Budget code: _____

Signature of Associate Dean Academic (Or Supervisor confirming that teaching an additional course during an Academic year would be an overload and will not interfere with other teaching duties.)

Approval

Vice-President (Academic): _____ Date: _____

Note: This form is to be completed and submitted for approval prior to the semester in which the instructor is applying for the course overload. If this form is not completed and therefore not approved, the stipend release form will not be processed. Stipends are not released until the end of the Academic year.