

St. Lawrence University
Request for Course Release
Academic Year 2023-2024

Please review the [Competitive Course Release Policy](#) posted on the Academic Affairs Website:

Name: _____ Phone: _____
Email: _____

Rank: _____
Department/Program: _____

For which semester are you requesting a competitive course release?

What course would you not teach should you receive this course release?

Please submit the following items to your Department Chairperson/Program Coordinator:

- A completed copy of this form
- A 100-word abstract
- A current curriculum vitae
- A one- to two-page proposal answering the following questions:
 - What is the work you will undertake?
 - How does this work require a commitment **beyond** the regular teaching, scholarship, and service obligations of a full-time faculty member?
 - How is this work the equivalent of a one-unit course?
 - How do the benefits of this work extend beyond your individual teaching and research interests to impact other faculty members and/or students?
 - How does this work help advance the goals and mission of the University?

The department chairperson/program coordinator should respond to the following prompt, sign the form, and forward all materials to the Dean's Office (acadean@stlawu.edu) no later than **January 15th, 2023**.

If you need to cover courses, how are you planning to do so?

Signature: _____ Date: _____
Department chairperson/Program coordinator