

**CBE Workload Request**  
**(To Be Given to the Department Chair by April 30, 20\_\_\_\_)**

**Name:** \_\_\_\_\_

**Department:** \_\_\_\_\_

*My faculty Qualification Status is:*

Scholarly Academic (SA)  
Practice Academic (PA)  
Scholarly Practitioner (SP)  
Instructional Practitioner (IP)  
Other (O)

*I would like to apply for:*

3-3 teaching load for the upcoming year  
3-4 teaching load  
4-4 teaching load  
Other

**Documentation of Intellectual Contributions** (Attach additional information, if any.)

- 1) Completed in the time period June 1, 20\_\_\_\_ through May 31, 20\_\_\_\_:
- A. Refereed Journal Articles:
- B. Other:
- 2) Forthcoming in the time period June 1, 20\_\_\_\_ through May 31, 20\_\_\_\_:  
(Indicate the current status: accepted, submitted, manuscript, etc)
- A. Refereed Journal Articles:
- B. Other:

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Faculty Member

Assigned a \_\_\_\_\_ teaching load:

\_\_\_\_\_  
Chair Dean Date