Faculty Name: _____________________________________________________
Department:   _____________________________________________________

Semester(s) leave requested: _________________________________________

Expected teaching assignment during leave:

Course 1: (Number and Title): _________________________________________
Is course required for major:  _________________________________________
Is course required for other majors: _____________________________________
How regularly is course taught:  _________________________________________
Estimated replacement cost:  _________________________________________
Is it possible for this course to be covered internally or postponed: ___________

Course 2: (Number and Title): _________________________________________
Is course required for major:  _________________________________________
Is course required for other majors: _____________________________________
How regularly is course taught:  _________________________________________
Estimated replacement cost:  _________________________________________
Is it possible for this course to be covered internally or postponed: ___________

Course 3: (Number and Title): _________________________________________
Is course required for major:  _________________________________________
Is course required for other majors: _____________________________________
How regularly is course taught:  _________________________________________
Estimated replacement cost:  _________________________________________
Is it possible for this course to be covered internally or postponed: ___________

Course 4: (Number and Title): _________________________________________
Is course required for major:  _________________________________________
Is course required for other majors: _____________________________________
How regularly is course taught:  _________________________________________
Estimated replacement cost:  _________________________________________
Is it possible for this course to be covered internally or postponed: ___________

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