



WAYNE STATE
UNIVERSITY

**College of Fine, Performing and
Communication Arts**
Office of the Dean
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FACULTY COURSE BUYOUT REQUEST FORM

Please review the CFPCA Course Buyout Policy prior to submitting this request. One course buyout per academic year is permitted. To request a course buyout, the faculty member must complete this form. The form must be approved by the Department Chair well in advance of class scheduling. See the deadline schedule below.

Interested faculty members are strongly encouraged to discuss their proposed absence with their Department Chair well in advance of completing this form.

Course Buyout Request Deadlines: Departments should forward the completed form to Robin Collins by September 1 – for Winter semester; January 10 – for Spring/Summer semester; April 1 – for Fall semester

Faculty Name		
Department		
<input type="checkbox"/> Art & Art History <input type="checkbox"/> Communication <input type="checkbox"/> Music <input type="checkbox"/> Theatre & Dance		
Current Course Load		
Number of courses faculty member teaches each year	Fall:	Winter:
Course Requested for Buyout		
Class ID:	Title:	<input type="checkbox"/> Fall <input type="checkbox"/> Winter
Grant-sponsored course buyout?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Award covering course buyout?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Purpose of the Course Buyout		
Impact on Course Offerings		
Compensation Plan for Course Buyout		
Chair's Signature	Date	<input type="checkbox"/> Approve <input type="checkbox"/> Deny
Dean's Signature	Date	<input type="checkbox"/> Approve <input type="checkbox"/> Deny

A copy of the approved form will be sent to the faculty member and Department Chair.