



**Office of the Provost**

**OUTSIDE EMPLOYMENT APPROVAL FORM**

**AAUP and AAUP-LAW**

Name\_\_\_\_\_

Academic Year\_\_\_\_\_

Department/School\_\_\_\_\_

College\_\_\_\_\_

**Before requesting approval for Outside Employment, please read Article 22 of the CSU-AAUP and CSU-AAUP Law Agreements regarding the terms and process for Outside Employment.**

Note that outside employment activities that have minimal impact on your professional obligations, e.g. keynote speeches, paid reviews of research articles, books or creative works, and tenure reviews for other universities, do not require approval.

**Please check the appropriate level of outside employment you are requesting:**

I am requesting to engage in activities that have a somewhat substantial one-time impact on my professional obligations, e.g. teaching short courses or workshops, consulting on projects for business, government or nonprofit organizations, expert testimony and self-employment.

I am requesting to engage in activities that have a substantial and continuing impact on my professional obligations, e.g. long-term consulting relationships with business, government or nonprofit organizations, expert testimony and self-employment.

**Please attach a copy of the details surrounding the request, i.e. specific activities that will be performed, the number of hours per week that will be worked, for whom the work will be performed and the amount of money that will be earned.**

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

Chair/Director\_\_\_\_\_ Date\_\_\_\_\_

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

Provost\_\_\_\_\_ Date\_\_\_\_\_