

## DISSERTATION AND THESIS DIRECTION WORKLOAD FORM

This form is used to request a one-course alternate work assignment after chairing two (2) Ph.D. dissertation committees, four (4) M.F.A. thesis committees, or five (5) M.A. or M.M.E. thesis committees.\* This AWA is intended to allow a faculty member to catch up on their own research or creative projects that were delayed by the service as chair. Please indicate the term for which the AWA is requested and document the committees chaired.

Faculty Member: \_\_\_\_\_

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

Requested Term: \_\_\_\_\_

Semester/Year

Student Name	Student ID#	Degree Type: M.A., M.F.A., M.M.E., Ph.D.	Semester/Year of Graduation

Requested: \_\_\_\_\_  
Faculty Member Date

Approved: \_\_\_\_\_  
Department Chair Date

\_\_\_\_\_  
Dean or Designee Date

\* Please use separate forms for each type of degree; it is not possible to combine degrees of different types. Only graduations that took place within the previous ten years may be included, counting back from the date the request is submitted to the chair.