

## Application for Release-Time Teaching Fellowship

Deadline: November 15, 2011

Checklist:

In order for an application to be considered by the Release-Time Teaching Fellowship Committee the following is required:

- A completed application form
- A completed Comments from the Chair form attached herewith
- A current curriculum vitae including information on your teaching experience
- Letters from three referees

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*Please note:* **An original plus four copies of the application and all supporting documents are required.**

Please address all correspondence to:

Secretary, Release-Time Teaching Fellowship  
c/o YUFA, 261 Health, Nursing & Environmental Studies Building

Release-Time Teaching Fellowship  
Application Form

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

Department/Faculty: \_\_\_\_\_

Telephone: \_\_\_\_\_

Project Title: \_\_\_\_\_

Project Dates (beginning and end of fellowship): \_\_\_\_\_

Normal Teaching Load: \_\_\_\_\_

Amount of Release-Time Requested: \_\_\_\_\_

Project Description: Describe the project or curricular program initiative, its objectives and methods; suggest how the results of the initiative can be evaluated; explain how the fellowship would benefit you and/or the Department and/or the Faculty (how will the results be shared and how will they enhance the process of teaching and learning at York?); justify why the amount of release-time is needed.

Names of Referees:

Please list the names, titles and addresses of the three referees who have been asked to attest to the usefulness of the project and your ability to complete it successfully.

Referees should be advised of the deadline and their letters should be mailed directly to:  
Secretary, Release-Time Teaching Fellowships, c/o YUFA, 4700 Keele Street, 261  
Health, Nursing & Environmental Studies Building, Toronto, ON, M3J 1P3

1. Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

2. Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

3. Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

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Applicants should submit this form (and a copy of their application) to the department Chair. The Chair will forward his/her comments to the YUFA office, 261 Health, Nursing & Environmental Studies Building. If Chair is applicant or in units which do not have chairs the form should be submitted to the Dean/Principal/University Librarian/Associate Dean.

Comments from Department Chair

Name of Applicant:

Normal Teaching Load:

Comments from the Chair: (These comments may be viewed by the applicant if the applicant so requests)

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Signature of Chair  
(Dean/Principal/University Librarian/Associate Dean)

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Date

Please return by November 15 2011:

Secretary, Release-Time Teaching Fellowship  
c/o YUFA, 261 Health, Nursing & Environmental Studies  
Building