

Application for Release-Time Teaching Fellowship

Deadline: November 15, 2020

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

Please note: **We have moved to email submission for the first time this year. All supporting documents are required and applications will only be accepted by email.**

Please compile all your supporting documentation and send it as one single PDF document to leaves.yufa@gmail.com with “Release-Time Teaching Fellowship Application” in the subject line.

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: leaves.yufa@gmail.com with “Release Time Teaching Fellowship” and the applicant’s name in the subject line.

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 leaves.yufa@gmail.com. If the applicant is the Chair 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)

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

Date

Please return by November 15, 2020 to leaves.yufa@gmail.com with "Release Time Teaching Fellowship" and the applicants name in the subject line.