



Summer and Fall 2021 Faculty
Development Application Form -
Virtual Events

Fall Application Period:
Virtual event takes place between July 1 and December 31, 2021
 Summer and Fall 2021 Applications will be accepted through November 30, 2021
 Second requests will be accepted from October 1 – November 30, 2021
 Awards for second requests will be considered as funds are available.

Applicant Information *Individual full-time faculty are eligible to apply.*

Full Name:		First Request	Second Request
Faculty Rank	School or College:	Departmental Representative/Administrative Associate:	
Professor	Department:	Phone Extension:	
Assistant Professor	Phone Extension:		
Associate Professor			
Resource Faculty			
Other			

A. Event Details

Title of Conference: (please spell out acronyms)

Title of Presentation, if applicable: (please include a copy of your acceptance letter with the application)

Conference Start Date: Conference End Date:

Conference Registration Fee: Participation Status:

Expense Report with evidence of payment (receipt) is due to ORSP via Chrome River within 10 business days after the last day of the conference. We reserve the right to deny reimbursement for late expense reports.

Please check one of the following event categories:

Regional National International Other:

Brief description of conference and significance for attendance:

Applicant Signature Department or Division Chair/Director Signature

Dean's Signature

Submit completed form to ORSP@JU.EDU