



Research Administration

School/College

Summer Salary Justification Form For Faculty Members on Nine-Month, Academic Year Appointments

- This form is only to be completed by deans (or their designees) who are requesting Summer Salary for individual faculty members for **3 summer months** (June, July, and August). This form is not needed for faculty working 2.5 months or below.
- Only faculty members certifying that they will work continuously through the summer are eligible for consideration of 3 months summer pay.
- Deans are responsible to manage the effort of faculty within their college.

Note: Summer salary (June, July, and August) is based on annual salary as of June 30th.

Faculty Member Name:

Annual Salary as of June 30th:

FOAP	Award Title	June %	July %	August %
TOTAL				