

## ACTIVITY PROPOSED FOR PROFESSIONAL DEVELOPMENT

### Stipend Payment Request Form

**How to complete and submit this form:** Enter your name and division. Select a Proposed Activity and Compensation. Obtain your dean's/director's signature. Submit the form to the Activity Coordinator.

Upon successful completion of the activity, the Activity Coordinator will sign the form, submit the payment request, if appropriate, and forward this form and proof of completion to Human Resources.

Faculty Name:

☐ Full-Time Faculty

☐ Part-Time Faculty

Division:

#### Proposed Activity and Compensation

☐ Faculty Summer Technology Institute

☐ \$150

☐ Instructional Technology Integration

☐ No compensation - course audit

☐ Teaching Online at IVCC

☐ Other (please explain below)

☐ Faculty Summer International Institute

☐ Classroom Research and Instruction

☐ Classroom Assessment Techniques (CATS)

Anticipated Benefit (How will skill or knowledge gained be applied to the course(s) you teach? How will it benefit the student?):

Approved by:

\_\_\_\_\_  
Faculty Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dean/Director Signature

\_\_\_\_\_  
Date

Completion Confirmed by:

\_\_\_\_\_  
Activity Coordinator Signature

\_\_\_\_\_  
Date

Date submitted for payment: