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# REQUEST FOR APPROVAL FOR EXTERNAL COMPENSATION

The University of Alabama  
College of Engineering

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NAME	DEPARTMENT
TITLE (AND/OR RANK)	

This form should be submitted to the Department Head (or Center Director, for Center Staff) and Dean for approval for external compensation one week prior to starting the work. Approval can be expected unless advised by your Department Head or the Dean to the contrary. Also see the *Faculty Handbook* for University policies regarding external compensation.

All personnel entering into consulting agreement should review the Consulting Guidance provided by the UA Office for Technology Transfer ([http://ott.ua.edu/?page\\_id=1462](http://ott.ua.edu/?page_id=1462)). Furthermore, faculty and staff should understand that consulting agreements may result in financial conflicts of interest and contact the UA Office for Research Compliance accordingly.

Employer Name, Location, and Description of Work to be Performed	Number of Days	Start/End Dates

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Date Submitted

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Signature of Faculty/Staff Member

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APPROVED:

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Department Head / Center Director

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Dean of Engineering

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