

# Attachment A:

## Other Employment, Faculty Consulting, and Public Offices Form (OP 32.07- Other Employment, Faculty Consulting, and Public Offices)

This form is to be used to request approval of outside employment as required by OP 32.07.

Faculty/Staff Name \_\_\_\_\_

Department/Unit \_\_\_\_\_ Rank \_\_\_\_\_

College/Unit \_\_\_\_\_

**REQUEST FOR APPROVAL OF OUTSIDE EMPLOYMENT. I hereby request approval of the following outside employment or consulting in which I wish to engage under the policy outlined by the Board of Regents of Texas Tech University:**

Name of Firm / Type of Activity:

Approximate Number of Hours per Week

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Maximum Number of Hours per Week

These activities will not interfere with my assigned duties at Texas Tech University, nor will they exceed an average of 10 hours per week. For cases in excess of 10 hours per week, I will seek additional approval.

Approved  with  without limitations:

Approved  with  without limitations:

\_\_\_\_\_  
Department Chair Date

\_\_\_\_\_  
Dean Date

Approved  with  without limitations:

Describe limitations on attached sheet.

\_\_\_\_\_  
Vice Provost Date

Please route this form through your chair/director/coordinator and your dean, then email the form to Senior Vice Provost Rob Stewart at [rob.stewart@ttu.edu](mailto:rob.stewart@ttu.edu), or mail the form to MS 2019. Please submit a copy to [researchintegrity@ttu.edu](mailto:researchintegrity@ttu.edu), or mail to MS 1075.