



Advanced Academic Study Application Faculty

The University Administration may determine that professional growth is dependent on further academic study and may approve an employee’s enrollment in a regionally accredited undergraduate or graduate degree program.

To assist the employee in this process, the University may grant an educational loan to cover part or all the tuition expenses incurred. The Advanced Academic Study educational loan process is outlined in detail in the *Faculty Handbook*.

Name _____

Department _____ Years of service at AHU _____

Highest degree currently held _____ Current Position _____

Name of Institution _____ Proposed Degree _____

Anticipated completion date * _____

*I understand the educational funding is given with the provision that the program or class be successfully completed by the date stated above.

Please answer the following questions and attach your responses to this application.

1. Describe how this degree will assist you in better serving the University.
2. Explain your rationale for choosing this program as compared to similar programs you have reviewed.
3. If pursuing a doctoral degree, what is the record of scholarship of the faculty? Are they leaders/experts in their fields? Do they have a history of scholarly activity? Please list samples of research and/or publications of the faculty.
4. Please provide an outline of the course of study indicating a list of courses (course descriptions will help if easily accessible).
5. List the planned sequence of the coursework that provides an indication of the duration of the program.

Employee

Date

Department Chair

Date

Provost

Date

President

Date

Human Resources retains original with copy to employee.