

**eFaculty Quicktip: Applying for Assigned Time for Exceptional Levels of Service to Students**



**After faculty receive notification that a case has been created for them, they will be able to view their packet.**

**Assigned Time for Exceptional Levels of Service to Students** [Preview Packet](#)

<b>Unit</b> Faculty Affairs	<b>Type</b> Other	<b>Candidate Instructions</b> <a href="#">View Instructions</a>
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[Overview](#) [Packet](#)

Below you will find an overview of the packet requirements outlined by your institution. This page will be updated as you make progress toward your packet. [To learn more, read the Candidate's Packet Guide.](#)

**Application Documents** [Edit](#)

Due: 2021-04-12 | Not Yet Submitted Unlocked

Type	# Required	# Added
<input type="radio"/> Proposal or Description of Activities	1 required	0
<input type="radio"/> Up-to-date Curriculum Vitae (CV)	1 required	0
<input checked="" type="radio"/> Assessment of Prior Award	0 required	0
<input type="radio"/> Assigned Time for Exceptional Levels of Service to Students	5 required	0

To add documents and complete the required form, select "Packet"

Unit: Faculty Affairs | Type: Other | Candidate Instructions: View Instructions

Overview: **Packet** (highlighted with a yellow box and arrow)

Expand All | Collapse All

**Application Documents** (Unlocked) | Submit | 0 of 2 Required Files

Due: Apr 12, 2021 | Not Yet Submitted

Please upload your proposal or description, current CV, and assessment of prior (or most recent) award (if applicable).

**Proposal or Description of Activities** 1 required, 0 Added | Add

The proposal narrative should include a description of some or all of the following:

- The impact of the activity on and/or quality of the student experience.
- The extent to which the activity does or would create an overload that would be mitigated by assigned time.
- The impact of the activity on student success and/or educational experience.
- The impact of the activity on historically under-served populations.
- The number of students who will be served by the proposed activity.

No files have been added yet.

**Up-to-date Curriculum Vitae (CV)** 1 required, 0 Added | Add

Please upload a current CV.

No files have been added yet.

**Assessment of Prior Award** 0 Added | Add

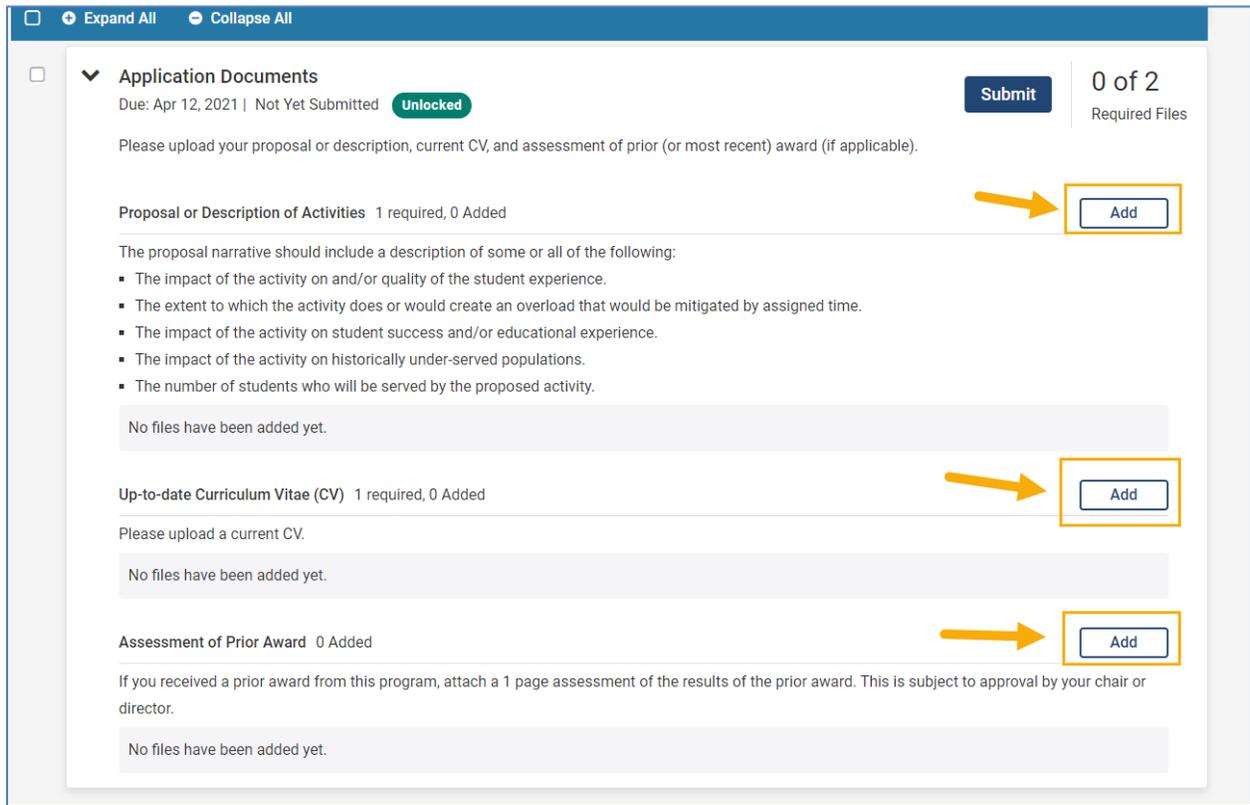
If you received a prior award from this program, attach a 1 page assessment of the results of the prior award. This is subject to approval by your chair or director.

No files have been added yet.

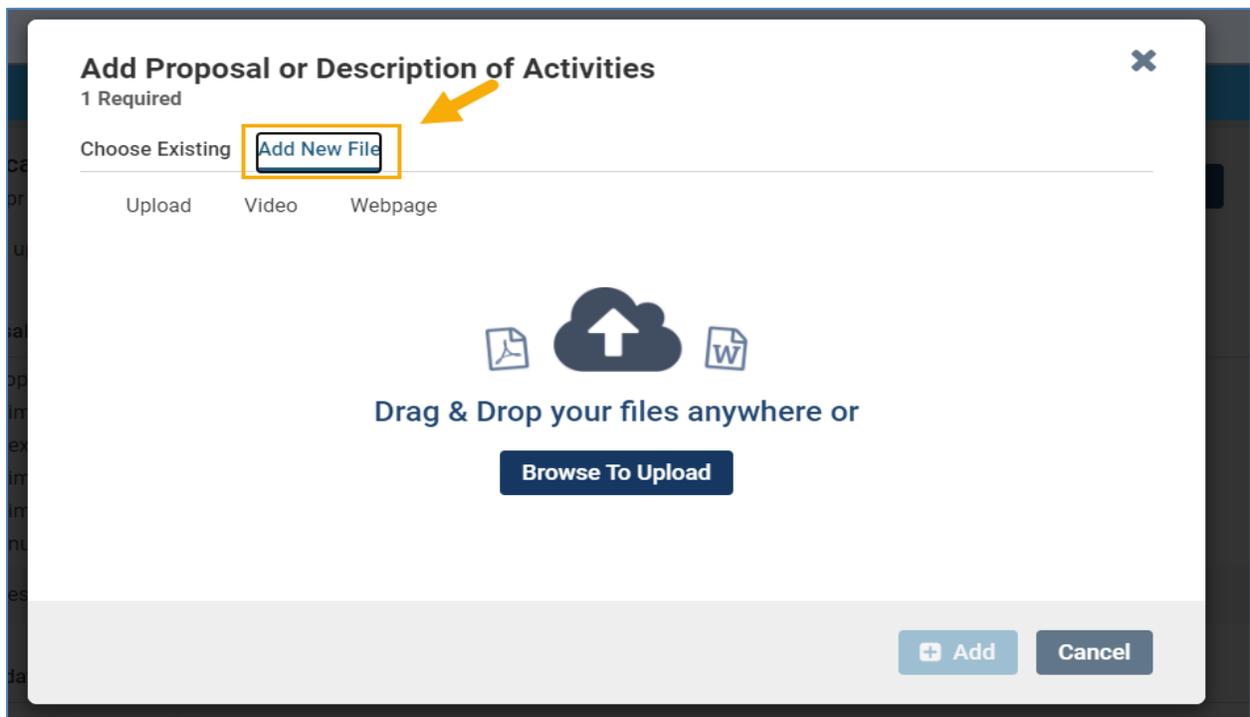
**Assigned Time for Exceptional Levels of Service to Students** 5 required questions, | Fill Out Form

This form has not been complete.

Files may be added by selecting each section's respective "Add" button



When prompted to upload files, select "Add New File" and then select "Browse to Upload"



**Example of what a completed packet will show:**

Please upload your proposal or description, current CV, and assessment of prior (or most recent) award (if applicable).

**Proposal or Description of Activities** 1 required, 1 Added

The proposal narrative should include a description of some or all of the following:

- The impact of the activity on and/or quality of the student experience.
- The extent to which the activity does or would create an overload that would be mitigated by assigned time.
- The impact of the activity on student success and/or educational experience.
- The impact of the activity on historically under-served populations.
- The number of students who will be served by the proposed activity.

Title	Details
<a href="#">Urbano - Description of Activities</a>	Added Mar 23, 2021

**Up-to-date Curriculum Vitae (CV)** 1 required, 1 Added

Please upload a current CV.

Title	Details
<a href="#">Urbano - CV</a>	Added Mar 23, 2021

**Assessment of Prior Award** 1 Added

If you received a prior award from this program, attach a 1 page assessment of the results of the prior award. This is subject to approval by your chair or director.

Title	Details
<a href="#">Urbano - Assessment of Prior Award</a>	Added Mar 23, 2021

**Assigned Time for Exceptional Levels of Service to Students** 5 required questions,

Title	Details
<a href="#">Assigned Time for Exceptional Levels of Service to Students</a>	Completed Submitted Mar 23, 2021

**Once you are ready to submit, locate and select the blue "Submit" button.**

Application Documents 2 of 2  
Required Files

Due: Apr 12, 2021 | Not Yet Submitted Unlocked Preview Submit

Please upload your proposal or description, current CV, and assessment of prior (or most recent) award (if applicable).

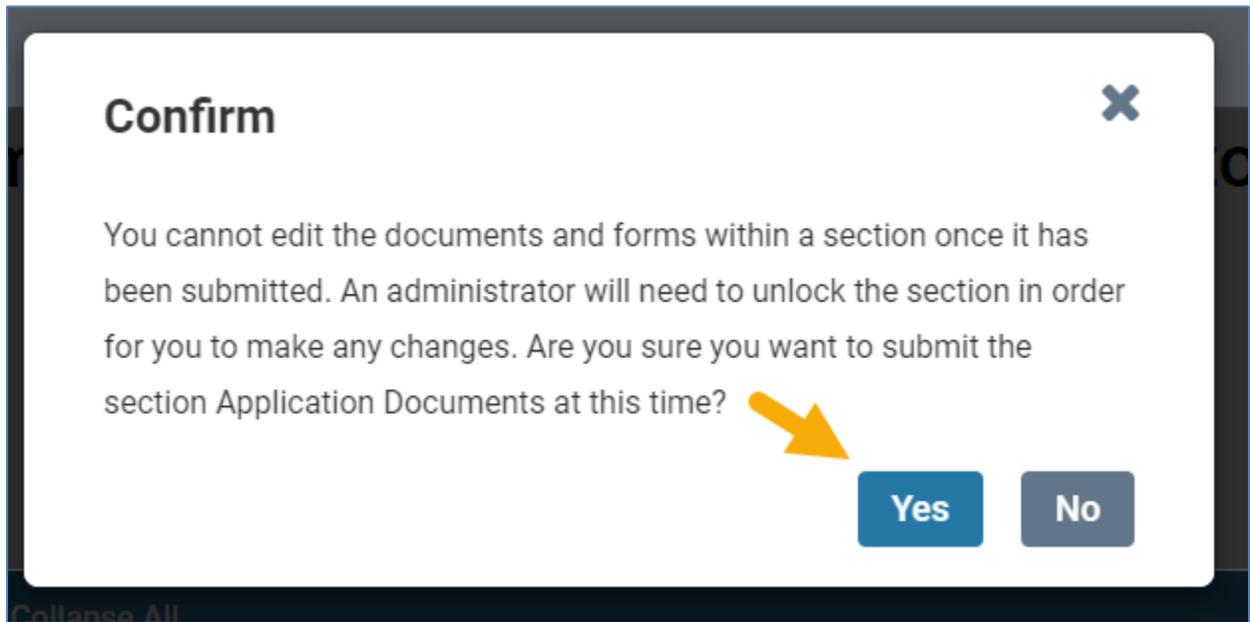
**Proposal or Description of Activities** 1 required, 1 Added Add

The proposal narrative should include a description of some or all of the following:

- The impact of the activity on and/or quality of the student experience.
- The extent to which the activity does or would create an overload that would be mitigated by assigned time.
- The impact of the activity on student success and/or educational experience.
- The impact of the activity on historically under-served populations.
- The number of students who will be served by the proposed activity.

Title	Details	Actions
<a href="#">Assigned Time for Exceptional Levels of Service to Students</a>	Completed Submitted Mar 23, 2021	

Confirm the submission



The packet will now show as "Locked", and the packet is now submitted

