



# WPI

## Course Release/Salary Redistribution Form

Faculty/Employee Name	
Faculty/Employee Department	
Dates of Release (term/semester/month)	
Total Salary Redistribution (direct salary amount only)	
Current Costing Allocation	
New Costing Allocation	

Please describe the reason for the salary redistribution:

### Approvals:

Principal Investigator Approval	Date
<i>The payroll charge noted above is allowable, allocable, and reasonable and is for the purposes/objectives set forth in the terms and conditions of the award</i>	
Department Head Approval	Date
Dean Approval	Date
Provost Office Approval	Date
Sponsored Accounting Approval	Date