



University of South Carolina - Dept. Of Languages, Literatures, and Cultures
COURSE BUYOUT REQUEST

This form is to be submitted with any supporting documentation the semester PRIOR to the requested course buyout.

Your Program Director's signature and authorization is required BEFORE submitting to Assistant Chair and Chair for approval signatures.

Your Name: _____ VIP ID: _____

Semester(s) of buyout request (i.e., fall 2014, spring 2015...) _____

Source of buyout – **BE SPECIFIC!** - Provide accounting information (required).

LLC Internal Course Reduction Award? College start-up or research funds? Which fund? Provost or ASPIRE Award? Other?

Account	Fund	Source (LLC award, College Start-up, Provost, Fulbright, Fellowship,...)
_____	_____	_____
_____	_____	_____
_____	_____	_____

Courses requesting to buyout: (i.e., SPAN 210-001)

SEMESTER	PREFIX	COURSE	SECTION
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Previous course **reductions:**

Semester	Prefix/Course	Source (Sabbatical, Modified Duties, Administrative reduction, buyout)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Your signature and date _____

Program Director signature and date _____

Assistant Chair/ Undergraduate Dir. signature and date _____

Dept. Chair's signature and date: _____