



ACADEMIC AFFAIRS

*Electronic Course Agreement / **ADJUNCT Faculty Payment Form ONLY** / Instructor Information Request*

Please fill out this form, obtain all required signatures and send **to Academic Affairs**. No additional information is required. Compensation for online courses - processed per TERM after the add/drop period in order to obtain headcount enrollment. The amount compensated per student is \$140 for a 3 hour course (this amount is pro-rated for courses that are not 3 hours). **All fields MUST be completed and ALL signatures obtained before this form can be processed. Incomplete forms will not be accepted and will be returned; this may cause your payment to be delayed.**

Department:		All fields must be completed for processing.
<i>Term (example 201802):</i>		
Course (example MKT 230):	Section:	
Course CRN:	# of Credit Hours:	
Instructor's Name:		
MU ID No.:		

This certifies that: 1.) The information above is correct. 2). I agree to my obligation to perform duties as instructor of the course throughout the period specified on the syllabus.

Instructor's signature _____

Date _____

Department Chair/Division Head signature _____

Date _____

Dean's signature _____

Date _____

Routing:

- Department
- College
- Academic Affairs