

The Texas A&M University System
**System Faculty Consulting and External Professional Employment
Application and Approval**

With few exceptions, you have the right to request, receive, review and correct information about yourself collected using this form.

Employee name: _____
First Middle Last

Rank or Title: _____

College: _____

Department: _____

1. Name and address of employing firm, agency or individual:

2. Nature of work (Describe the scope of work and nature of relationship with external employer, such as consultant, board member, employee, expert witness, etc.):

3. Release time requested? _____ Yes _____ No. If yes, the following is my basis for requesting release time:

Note: Consulting or external professional employment requests will not be granted for a period longer than one year. All authorizations, regardless of length, terminate on August 31 of the current fiscal year. All faculty members must reapply for authorization each fiscal year, defined as September 1 – August 31.

4. Period of request: _____ through _____
Date Date (No later than August 31 of current fiscal year)

Total release time requested for period (if none requested, state N/A): _____

5. Equity ownership involved? _____ If so, the amount and type of equity interest owned:

INTELLECTUAL PROPERTY NOTICE: System Regulation 31.05.01, *Faculty Consulting and External Professional Employment*, provides that a faculty member shall not enter into any consulting and/or external professional employment agreement that grants third-party rights to intellectual property conceived, reduced to practice or developed:

- a) With system or member-administered funds and/or with significant use of system resources;
- b) After the conclusion of the agreement; or
- c) Outside the agreement's technical scope.

