



Franklin College of Arts and Sciences
UNIVERSITY OF GEORGIA

Franklin College of Arts and Sciences

International Faculty Exchange

Cover Sheet

UGA FACULTY MEMBER APPLYING FOR EXCHANGE

NAME: _____

TITLE: _____

DEPARTMENT: _____

EMAIL: _____

FACULTY COUNTERPART IN EXCHANGE

NAME: _____

DEPARTMENT: _____

INSTITUTION: _____

EMAIL: _____

UGA FACULTY TRAVEL

DATES PROPOSED FOR UGA FACULTY TRAVEL:

COURSE PROPOSED FOR ABROAD

Course to be team-taught abroad

FACULTY COUNTERPART TRAVEL

DATES PROPOSED FOR VISITING FACULTY TRAVEL:

COURSE PROPOSED FOR UGA

Course to be team-taught at UGA

Documentation to include with this completed cover sheet

- **Narrative**
- **Endorsement from UGA department head**
 - *explaining how courses normally taught by UGA faculty will be covered during one-week absence*
- **Endorsement from faculty counterpart's department head**
 - *agreeing to reserve and pay for air travel for their faculty member who visits UGA*
 - *agreeing to reserve and pay for lodging and ground transportation for the visiting UGA faculty*