

Yale School of Medicine
Office of Academic and Professional Development
Phone: 203-785-4670; Email: faculty.affairs@yale.edu

Request to Change Faculty Effort

Submit this completed form to: faculty.affairs@yale.edu

Date:

Name:

Department:

Rank and Track:

Current Term:

Current Effort (%):

Proposed Effort (%):

Proposed start date of Effort change:

Expected duration of Effort change:

Provide the reason for this request:

If you are requesting a change from full-time (100%) to part-time employment, please review the Yale Faculty Handbook and information provided on the Yale University benefits website (It's Your Yale). Any change below 100% can affect eligibility for the child scholarship plan, phased retirement, and emeritus status. Changes below 50% affect eligibility for a broader range of benefits. Your signature requesting this change of effort indicates your understanding of this information.

Faculty Signature/Date

Approvals:

Section Chief, if applicable/Date

Department Chair/Date

YSM Deputy Dean for Academic Affairs/Date