

Request for Modification – Faculty Start Up



Complete and submit signed form to the next level supervisor. Once approved by the dean, they will send the request to the provost's office (provost@mtu.edu) for review, authorization, and continued processing. If you have questions about whether the submission of a Request for Modification is necessary, please contact the provost's office.

Faculty Name

M #

Index #(s)

Start Date of Index #(s)

Balance(s) \$

TYPE OF MODIFICATION [check one only - use separate form for each modification]

No-Cost Time Extension
New end date

Budget Modification
(Include source of funds)

Please provide a short technical description of why modification is requested and attach a modified start-up request form.

APPROVAL(S)

By signing this form, I affirm that this request is accurate and all required progress reports have been submitted, if applicable.

Principal Investigator (name of faculty member with start-up)

Name

Digital Signature

Department Chair (if applicable)

Name

Digital Signature

College Dean

Name

Digital Signature

DO NOT WRITE BELOW THIS LINE

Approved

Disapproved

Provost & Sr. VP for Academic Affairs, Andrew J. Storer

Digital Signature

Provost's office to submit completed form to Tracy Wood (tlwood@mtu.edu) in Financial Services and Operations; copy to PI & unit assistant