Directed Independent Studies



This form is to be completed to process Directed Independent Studies payments through UFV Payroll. Please send the completed form to payroll@ufv.ca.

Requestor Information					
Date:					
Requestor Name:					
Faculty/Dept.:	Local:				
Semester:					
Course & Instructor Information					
Payments will be processed through Payroll for the below listed instructors (class and student details attached). For the current Tuition/Credit rate, visit http://www.ufv.ca/admissions/feeandpay/feespercredit/					
Faculty P/T Position Number:	umber: Budget Code:				
Course/CRN	Credits	# of Students	Instructor	Total Payment for Course	
			Total		
Authorization					
Spending Authority Name:	e: (Dean's Office)				
Signature:			Date:		

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Send the completed form to: Financial Services | payroll@ufv.ca

For questions regarding how to complete this form, please contact your Financial Analyst & Liaison.