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## Certification of Salary

*Please type or print clearly.*

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### TO BE COMPLETED BY THE APPLICANT:

1. Name \_\_\_\_\_
  2. Institution \_\_\_\_\_
  3. Does the applicant want this document to be privileged information? Yes \_\_\_\_\_ No \_\_\_\_\_  
Disclosure of this information is made subject to Public Law 93-579 (the Privacy Act of 1974) and U.S. Department of Energy regulations as published in the Federal Register on September 30, 1977.
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### TO BE COMPLETED BY THE INSTITUTIONAL ADMINISTRATIVE OFFICE:

1. Applicant's employment contract with this institution is full time \_\_\_\_\_ or part time \_\_\_\_\_?
2. Months of required service \_\_\_\_\_ Academic salary ends \_\_\_\_\_
3. Base academic salary for required service excluding all fringe benefits \_\_\_\_\_  
Do not include extra pay for summer school teaching, overtime teaching, special payment for contract work, consultant fees, or any other compensation not covered by the contract.
4. Does the institution want this document to be privileged information? Yes \_\_\_\_\_ No \_\_\_\_\_  
Disclosure of this information is made subject to Public Law 93-579 (the Privacy Act of 1974) and U.S. Department of Energy regulations as published in the Federal Register on September 30, 1977.
5. For faculty employed for 10 or more months per year, provide a statement of the institutional policy regarding participation in outside activities for which a gratuity may be provided.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Typed Name and Title \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

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### Return to:

Norma Patterson  
HBCU/MEI Faculty Summer Research Participation Program  
Oak Ridge Institute for Science and Education  
Science and Engineering Education  
P.O. Box 117, MS 36  
Oak Ridge, Tennessee 37831-0117

Overnight Address: 1299 Bethel Valley Road, Building SC-200, Oak Ridge, Tennessee 37830

**Questions?** Telephone: (865) 241-2877 Fax: (865) 576-1609