

First-Year Odyssey Seminars Request for Continuing Engagement Activities

Funds are available for social activities with your former First-Year Odyssey seminar(s) students. The program encourages faculty to meet with their former FYOS students to promote continued engagement. Activities may be completed as a group or with individual students. The program's budget includes funds to reimburse faculty for the reasonable costs of these activities. Initially, funds will be available for one or more activities per faculty member up to \$300. If you have questions or would like to request additional funds, contact the FYO Team at fyo@uga.edu or 706-542-6358.

Instructions for requesting funding for out-of-class activities:

1. Complete a funding request for FYO continuing engagement activities using the form below.
2. The FYO Team will review the request.
(If immediate approval is required due to timing of event, please call 706-542-6358.)
3. After the request is approved, the FYO Team will send an e-mail with notification of approval and instructions for submitting an expense report to complete the reimbursement process.

Please complete the form below and email to fyo@uga.edu, fax to 706-583-0319, or mail to 104B Holmes-Hunter Academic Building.

You will be notified by e-mail when the request is approved.

FYO Seminar Title(s): _____

Semester(s) and Year(s) Seminar was Taught: _____

Population of students invited to activity (e.g. spring 2018 class): _____

Instructor Name: _____

Instructor Email: _____ Instructor Phone: _____

Department: _____ School/College: _____

Description of continuing engagement activity:

Estimated cost of activity: _____

Date Received: _____ Date Approved: _____