Administrative Faculty Telework Pilot Program - 2026



Form to Request Telework One (1) Day Per Week

I am requesting to telework one (1) day per week within the guidelines of the Administrative Faculty Telework Pilot Program -2026 (01/01/2026 -12/31/2026).

Name:		
Job Title:		
Department:		
Requested day of the week:		
Technology in place at the telework site (p	please check all that apply):	
Computer/laptop (monitor if applic	cable) with audio, video and internet capabilities	
Reliable telephone and internet access with sufficient speeds to complete work		
Computer software including MS Teams, Outlook, Webex and adequate security		
I have read the guidelines for this pilot prog	gram and understand my obligations for compliance.	
Employee signature	Date	
^^^^^	^^^^^^	۱۸۸
Approved to telework on the following day of	of the week:	
Supervisor signature	Date	

cc: Division Head Human Resources