

***Manuscript Review Workshop in Global and International Research***  
**Department Chair Approval/Agreement Form**

**Agreement and Endorsement from Department Chair**

To: Manuscript Review Workshop in Global and International Research Review Committee

As chair of my department, I have endorsed the application of my faculty member colleague: \_\_\_\_\_  
for the *Manuscript Review Workshop in Global and International Research*, administered by the Office of International Education. As chair, I understand and agree to undertake the departmental administration of the grant, which includes a commitment to provide support for the workshop, including recruitment of external readers, communication with external reviewers, preparation of the workshop, including timely distribution of the manuscript to workshop participants, and arrangements for their travel, lodging and meals.

Chair Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Chair Name (printed): \_\_\_\_\_

Department: \_\_\_\_\_