**NOTIFICATION OF ENGAGEMENT IN OUTSIDE EMPLOYMENT OR EXTRA COLLEGE ACTIVITIES**

**DBT Rules 6Hx3:8-04 and 8-42**

Do you engage in outside employment or extensive extra college activities? If NO, check here and sign and return form to your supervisor._____

If YES, complete the following questionnaire and sign and return form to your supervisor.

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In accordance with Board policy, this serves as notice that I am engaged in outside employment or extra college activity. This activity does not conflict with my employment at Central Florida Community College.

These outside activities are in the area of (check one):

____ Self-employment, private business or practice
____ Private business/industry (other than my own)
____ Public educational or municipal institution
____ Other (please explain) _____
_____
_____
_____

Name of Business: _____

Address of Business: _____

Nature of Business:_____
_____

| Describe outside employment/activity schedule: | Day | Hours |
|---|---|---|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

_____ _____
Supervisor Date Employee Date

_____ _____
Vice President/Provost Date Type Employee's Name