

Kraków, .....

.....  
(academic teacher's name and surname)

.....  
(project PSP No.)

.....  
(position)

.....  
(project manager)

.....  
(organisational unit)

.....  
(Unit's MPK)

research and educational staff member

educational staff member

**Prof. dr hab. Piotr Jedynak**  
**Vice-Rector for Human Resources and Financial Management**

via

**Prof. dr hab. Piotr Kuśtrowski**  
**Vice-Rector for Research**

via

.....  
**Dean of the Faculty** .....

**Motion for proportional reduction in teaching load for the reason of being designated to work in a project**

*Dear Rector Piotr Jedynak,*

due to being delegated to work in the project (name of the project) ..... within the period from ..... to ..... contract No. .... for (workload or percent of workload in delegation) ....., I kindly ask you for proportional reduction in my teaching load by ..... (number of hours or percent of reduction) ..... from ..... in the academic year ...../....., in accordance with the concluded annex to the contract of employment.

Applicant's justification:

.....  
.....

.....  
(Applicant's signature)

**Dean's opinion:**

.....  
.....

.....  
(date, stamp, Dean's signature)

**Rector's for Research opinion:**

.....  
.....

.....  
(date, stamp, Rector's signature)

**Rector's for Human Resources and Financial Management decision:**

.....  
.....

.....  
(date, stamp, Rector's signature)