

Oberlin College  
Administrative and Professional Staff  
Winter Term Sponsor Number Assignment

**To receive a Winter Term sponsor number, submit this form to Sheila Harley in the Office of the Registrar. The deadline for this request is Monday, November 30, 2009.**

The duties of a Winter Term project sponsor (and the differences between sponsoring and directing) are explained on the Winter Term website at [www.oberlin.edu/winterterm/wt\\_sponsors.html](http://www.oberlin.edu/winterterm/wt_sponsors.html)

Only members of the Oberlin faculty and the Administrative and Professional Staff (with permission of supervisor) can be a project-sponsor. If you plan to sponsor a group project or expect to be asked to sponsor individual projects, the Registrar requires that A&PS members have a sponsor number, which must be entered on the student's registration card.

Please present this form to your supervisor, whose signature below indicates that your time commitment for this project is commensurate with or does not conflict with your regular duties. *(A supervisor's signature is not necessary for campus ministers and A&PS members who have lecturer status.)*

Your name \_\_\_\_\_

Position \_\_\_\_\_

Campus address \_\_\_\_\_

Supervisor (please print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_