

**CLEARANCE CHECKLIST FOR
DEPARTING ACADEMIC PERSONNEL**

(THIS FORM IS TO BE COMPLETED BY ALL DEPARTING FACULTY)

Name of Departee _____

Department/College _____

Date of Departure _____

Remarks _____

Signatures below indicate clearance of all Library holdings, Bookstore indebtedness, housing, traffic, or other obligations to the University of South Alabama.

Library

Registrar

Payroll

Department Chair

Student Accounting

College Dean