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| C:\Documents and Settings\jdpenn\Desktop\primary_OSU.jpg | **University Assessment and Testing**  **Consultants/External Reviewers Request Form**  (this form should be uploaded with your budget request form) |

**Department Name:** Type Department Name Here

**Degree Program:** Type Program Name Here

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| **Name and Title of Consultant/External Reviewer  (one name per row)** | **Consultant/Reviewer Qualifications** | **Assessment Task(s) Consultant External Reviewers Will Perform** | **Number and Length of Samples Reviewed** | **Total Amount Requested Per Consultant/External Reviewer** | **Provide a detailed description of what the requested amount will cover, including an itemized breakdown of costs.** |
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NOTE: Honorarium rates for external consultants should be similar to the faculty stipend rate with consideration given for the additional costs of using external reviewers and the external reviewer’s qualifications. Funding may not be used for general external program reviews. Per diem is not an allowable expense for assessment funds.