



Application for Sabbatical Leave – College of Arts and Sciences
Due September 12, 2016, Academic Affairs Office

Please review the guidelines for sabbaticals as stated in the Faculty Handbook, §4.2.5.

Name: _____ Department: _____

Requested Period of Sabbatical (check one box)<

Full Year (at 3/4 pay): AY 2017-2018
One Semester (at full pay): Fall 2017, Spring 2018
Split (at 3/4 pay): 1st Half (Fall 2017, Spring 2018), 2nd Half (Fall 2017, Spring 2018)

Date of last sabbatical: _____ Attach Précis from last sabbatical to this application.

Title of Proposed Project:

Use this space to provide a brief proposal abstract. Attach a more detailed proposal to your application.

I understand that at the completion of a sabbatical leave, I am required to submit a detailed report of the results of the supported activity. I also understand that accepting a sabbatical leave obligates me to return to my faculty position for at least one full year. I agree to meet these and all other provisions of the University's Sabbatical Leave Policy.

Applicant's Signature: _____ Date: _____

Chair/Program Director's Signature: _____ Date: _____

[In signing, the Department Chair/Program Director indicates that he or she has reviewed the proposal and has developed a plan to cover teaching, advising, and other responsibilities of this faculty member during the period of the proposed sabbatical. A copy of this plan is to be sent to the Dean under separate cover. If no replacement plan is received by the Dean, the application will be returned to the applicant for discussion with the Chair/Program Director before resubmitting application.]

To complete your application please return the following to Cheryl McIntosh in Academic Affairs:

- *This completed form (please use this as the title page of your application)
*Current CV
*Detailed proposal for this sabbatical
*Précis from last sabbatical

For official use only

Dean's Signature: _____ Date: _____

Chair, Faculty Review Committee: _____ Date: _____

Academic Affairs: _____ Date: _____

Board of Trustees Action: _____ Date: _____