APPLICATION FOR SABBATICAL LEAVE

I. Subject to regulations printed on the reverse side of this form, I respectfully request a sabbatical leave for:

TWO-SEMESTER SABBATICAL	**ONE-SEMESTER SABBATICAL**
a. Academic year: _____ - _____ (List academic year) b. Alternate academic year (circle): Fall/Summer I/Summer II Spring/Summer I/Summer II c. Other (Specify)_____	Fall semester _____ (year) Spring semester _____ (year)

Name_____ Original Appointment Date_____ Year Tenured_____

Current Rank_____ Year of last Sabbatical Leave_____

Department_____Signature_____Date_____

Summary of Project (objectives, methodology, significance). Limit to this space.

NOTE: You must attach a sheet/s giving a specific description of your sabbatical project and plans for the period of the leave, an up-to-date vita, and the information called for in Regulation #7. Previous sabbatical recipients include summary of that project (see Sabbatical Leave Application Guidelines).

II. **Recommendation of Department Sabbatical Leave Committee**: Approve____ Disapprove____

_____ _____ _____
Ranking Committee Chair Date

(Include a cover letter to show how application has met criteria in the three major areas.)

III. **Recommendation of Department/School:** Approve____ Disapprove____

_____ _____ _____
Ranking Chair/Director Date

IV. **Recommendation of Dean**: College_____ Approve____ Disapprove____

_____ _____ _____
Ranking Dean Date

V. **Recommendation of University Sabbatical Leave Committee**: Approve____ Disapprove____

_____ _____ _____
Ranking Committee Chair Date

VI. **Recommendation of Provost and Vice President**: Approve_____ Disapprove____

_____ _____
Provost and Vice President Date

Distribution: Original-Provost and Vice President for Academic Affairs; Copies to College and Department/School