



**Application for Sabbatical Leave**

**Applicant's Name:** \_\_\_\_\_

**Name of College:** \_\_\_\_\_

**Hire Date:** \_\_\_\_\_

**Years of Continuous Service:** \_\_\_\_\_

**Applicant's ID Number:** \_\_\_\_\_

**Tenure Date:** \_\_\_\_\_

**Academic Discipline:** \_\_\_\_\_

**Previous Sabbatical:** \_\_\_\_\_

**I would like to apply for sabbatical for**

**My sabbatical activities include travel outside of the United States**

**I would like to apply for a paid sabbatical during the Academic Year \_\_\_\_\_ in the \_\_\_\_\_ Fall semester  
\_\_\_\_\_ Spring semester  
\_\_\_\_\_ Fall & Spring**

I understand that upon the expiration of the leave granted pursuant to the Board-Union Agreement, Article IX.A.1.e, and upon presentation and acceptance of evidence satisfactory to the Chancellor showing full compliance with its terms and conditions, I shall be returned to the position I formally held.

I also understand that in the event that I fail to return to work after my sabbatical for a period of at least one year, or otherwise violate the terms of my sabbatical leave, I agree to repay any money paid to me by the Board during the term of my sabbatical.

Article IX.A.1.f states that a faculty member on a sabbatical leave with half salary may accept another position which does not constitute more than one-third of this full-time teaching load. A faculty member on leave at full salary may not accept another position.

**Faculty Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**For administrative use only**

**Years of continuous service:** \_\_\_\_\_

**Previous sabbatical:** \_\_\_\_\_

**Base annual salary:** \_\_\_\_\_

**Approvals**

**Sabbatical Committee:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**College President:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Deputy Provost:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Chancellor/Designee:** \_\_\_\_\_ **Date:** \_\_\_\_\_