

*APPLICATION FOR SABBATICAL LEAVE*

Name \_\_\_\_\_

College \_\_\_\_\_ Work Area \_\_\_\_\_

Number of years of seniority in the collective bargaining unit \_\_\_\_\_

Number of years since last previous sabbatical \_\_\_\_\_

Check the type of sabbatical for which you are applying:

- Half year leave at full salary
- Half year at half salary
- Full year at half salary
- Full year leave at half workload at full salary
- Full year leave at half workload at half salary

Date on which proposed sabbatical would begin \_\_\_\_\_

Use the rest of this form and/or a separate sheet appended to this form to answer the following questions:

- A. What activities will you do during the proposed sabbatical leave and what goals are these intended to achieve?
- B. How will the proposed sabbatical meet the following criteria listed in section 9.0112 if the collective bargaining agreement?

“The following criteria shall be considered in determining who shall be granted for sabbatical leave:

- (a) That the objectives of the sabbatical leave, if attained, would substantially contribute to the professional growth of the unit member.
- (b) That the objectives of the sabbatical leave, if attained, would assist the unit member in substantially contributing to institutional needs and attainment of institutional purposes.
- (c) That the unit member has the ability to achieve the goals of the project or plan based on the unit member’s past experience and formal educational background.
- (d) That the attainment of objectives of sabbatical leave as proposed are realistic in terms of time, costs, and other related variables.
- (e) That there exists independent financial support from other funding sources concerned with the proposed plan or project where College funding sources are otherwise unavailable.”