



AA-180.B, Application for Faculty Sabbatical Leave Form

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| Faculty Member: | |
| School: | |
| Years at UIU or since prior sabbatical: | |
| Applying for: <i>(Check the appropriate box)</i> | <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Fall and Spring |
| Of academic year: | |

Please attach your authorized Faculty Sabbatical Leave Notification of Intent Form. This application should expand upon the information provided in that form.

1. Please describe the nature and purpose of the activities to be undertaken as well as the anticipated benefits to yourself and/or the university.

2. What preparations have you made to ensure that the proposed activities are feasible and worthy of support?

3. Please elaborate on financial impacts to the university that will need to be taken into consideration.
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Application for sabbatical leave requests guided by this form is due by October 1 or the next business day to the Faculty Development and Welfare Committee in the *academic year* prior to the sabbatical request. The Faculty Development and Welfare Committee will review sabbatical leave requests and make recommendations to the VPASA by December 15 or the next business day of that same academic year. The Faculty Development and Welfare Committee evaluates applications on the basis of the merits of the proposed activities, the availability of funds, and institutional needs. The VPASA, in turn, makes a recommendation to the President. The President will approve or deny sabbatical leaves by March 15 or the next business day of that same academic year.

| Recommendation of the: <i>(insert name)</i> | Signature: | Date: |
|---|-------------------|--------------|
| Faculty Development and Welfare Committee: | | |
| Vice President for Academic and Student Affairs: | | |
| President: | | |