



BOARD OF TRUSTEES OF COMMUNITY-TECHNICAL COLLEGES
 AFT BARGAINING UNIT
 APPLICATION FOR SABBATICAL LEAVE
 Academic Year

Only those who will have completed six (6) consecutive years of full-time services by the beginning date of a proposed sabbatical leave are eligible to apply. This application must be submitted to the President's Office no later than **November 1** (because November 1 falls on Sunday, application deadline is extended to Monday, November 2, 2009) for sabbatical leave during the 2010-11 academic year.

NAME:	
COLLEGE:	GATEWAY COMMUNITY COLLEGE
CLASSIFICATION / POSITION:	
DATE OF INITIAL EMPLOYMENT AT THE COLLEGE:	
DATES OF PREVIOUS LEAVES OR OTHER INTERRUPTIONS IN SERVICE	

TYPE OF SABBATICAL LEAVE REQUESTED

Select one:

Half-year / full-salary

Half-year / half-salary

Full-year / half-salary

Other (specify)

Dates of proposed sabbatical leave _____ to _____

Alternative dates (if acceptable) _____ to _____

I. Objective of the leave:

II. How will the leave contribute to your professional development?

III. How will the leave benefit the college?

IV. On a separate page, describe in detail the activities to be undertaken during the sabbatical leave.

V. Do you expect to receive any remuneration other than your salary during the period of the leave (e.g., paid employment, retraining professional development, etc)? If so, please describe the remuneration below.

No

Yes (Please describe)

In applying for this leave I understand that if granted a sabbatical I will return to the college for at least one year of service following the leave. Furthermore, I agree that within 60 days of completion of the sabbatical I will submit a written report of approximately 1,000 words detailing the accomplishments while on leave.

Signature _____ Date _____

RECOMMENDATION

Supervisor	_____ yes	_____ no	_____	_____
			Signature	Date
Committee	_____ yes	_____ no	_____	_____
			Signature	Date
Dean	_____ yes	_____ no	_____	_____
			Signature	Date
President	_____ yes	_____ no	_____	_____
			Signature	Date

AK/165

9/6/96