

Sabbatical Leave Application

Name _____

Department or School _____

Year of Appointment _____

Tenure Granted in _____

Total Number of Leaves Granted _____

Last Leave _____

A report on the last leave must be filed before you can apply again.

Request is for (please check one and fill in the year)

_____ Full Year _____ Fall _____ Spring of Academic Year _____

If your proposal is awarded, would you be willing for the Mellon Center to use it as an exemplary submission in the online *Handbook*? Yes No

Please complete the following checklist by placing a check mark against each item to insure that your application is complete. Incomplete applications will be returned to the applicant without further consideration.

1. Summary of the Project (Not to exceed 150 words)
2. Electronic summary (email to jhand@iwu.edu)
3. Narrative (Not to exceed 5 pages, single-spaced, Times Roman 12 point)
4. IRB approval notice or verification that approval has been requested
5. Curriculum vitae
6. Report of Previous Sabbatical or Junior Faculty Leave, if any
(File separately with the Associate Dean of the Faculty)

Please Note: All applicants should notify any relevant interdisciplinary programs of their pending sabbatical application and indicate the courses that will not be offered by the applicant during the sabbatical leave.

Signature _____ Date _____