

Sabbatical Leave Application

Name _____

Department or School _____

Year of Appointment _____ Tenure Granted in /
Contract Renewed in _____

Total Number of Leaves Granted _____ Year of Last Leave _____
(A report on the last leave must be filed in the Thorpe Center before you can apply again.)

Title of Sabbatical Project _____

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 Thorpe Center to use it as an exemplary submission in the online *Handbook*? ___ Yes ___ No

Would you like to be considered for the Gardner Faculty Scholars Award? ___ Yes ___ No

Please complete the following checklist by placing a check mark against each item to ensure that your application is complete. Incomplete applications will be returned to the applicant without further consideration. **Please submit items 1-6 in one combined PDF.**

- ☐ 1. Sabbatical Application Cover Sheet
- ☐ 2. Summary of the Project (≤ 150 words)
- ☐ 3. Supervisor's letter
- ☐ 4. Narrative ($\leq 2,500$ words)
- ☐ 5. IRB approval notice or verification that approval has been requested
- ☐ 6. Curriculum Vitae
- ☐ 7. Report of previous Sabbatical or Junior Faculty/Pre-Tenure Leaves, if any
(File separately with the Thorpe Center)
- ☐ 8. A separate electronic summary (email Word copy to fdc@iwu.edu)

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 _____