

SOUTHERN CONNECTICUT STATE UNIVERSITY
Sabbatical Leave Request and Recommendation Form
BOR/SUOAF-AFSCME Contract Article 24.8

Please Forward To Department Head by December 31st

Name _____ Date _____

Department _____

Start and End Date of SUOAF-AFSCME Sabbatical: _____

Candidate Must Have Completed At Least Six Years Of Full-Time Service Since Initial Appointment Or Any Previous SCSU Sabbatical. (Candidates may apply in their sixth year of service; however only members with continuing appointment may take a sabbatical leave.)

Dates of Last Sabbatical (if applicable): _____

Plan of Study

In preparing the application, please answer the following questions. Please be specific and detailed, while keeping in mind that not all members of the Sabbatical Leave Committee will share your exact background.

- I. Title of Project
- II. Statement of purpose (or hypothesis) and objective(s)
- III. Description of your existing knowledge and/or work to date related to the project (include citations to the literature as appropriate).
- IV. Description of proposed sabbatical activities and/or methodology (include as much detail as possible).
- V. Statement of potential value of your project to the university, the BOR, to your professional growth, and to your particular field of study or discipline
- VI. Statement of expected outcomes of your project. (Describe the outcomes and relationship, if any, of any previous sabbatical projects to the current one.)

Department Head:

Recommend: Yes _____ No* _____

Departmental Head Signature: _____ Date _____

Supervising Vice President

Recommend: Yes _____ No* _____

Departmental Head Signature: _____ Date _____

Sabbatical Leave Committee:

Recommend: Yes _____ No* _____

Sabbatical Leave Committee Signatures:

_____ Date _____

_____ Date _____

_____ Date _____

_____ Date _____

_____ Date _____

University President:

Recommend to Board of Regents: Yes _____ No* _____

University President _____ Date _____

** If request is denied at any level a written explanation will be provided to the member.*