**THREE RIVERS COMMUNITY COLLEGE**

**AFT BARGAINING UNIT**

**APPLICATION FOR SABBATICAL LEAVE**

**During AY 2020-2021**

This application must be submitted to the Office of the President no later than **November 15, 2019** for sabbatical leave during the 2020-2021 academic year. Only those who will have completed six (6) consecutive years of full-time service by the beginning date of a proposed sabbatical leave are eligible to apply. Please type or print.

Name:

Classification/Position:

Date of initial employment at TRCC:

Dates of previous leaves or other interruptions in service:

**TYPE OF SABBATICAL LEAVE REQUESTED**

Select one:

[ ]  Half-year/Full-salary

 [ ]  Full-year/Half salary

 [ ]  Other (specify):

Dates of proposed sabbatical leave: From: to:

Alternative dates (if acceptable): From: 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)? If so, please describe the remuneration below.

 [ ]  No

[ ]  Yes If yes, please describe:

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

Please type your name below.

Type Your Name Here: Date:

[ ] I understanding that typing my name and checking the box constitutes a legal signature.