

**BELLARMINE UNIVERSITY**

**APPLICATION FOR SABBATICAL LEAVE**

**Applications are due no later than the second Friday of November to Anne Bucalos in Academic Affairs**

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| --- | --- |
| **Name:** | Enter Name Here |
| **Position:** | Enter Position Here |
| **Date Form is Submitted:** | Click Here to Enter Date |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date of Proposed Sabbatical** | | | | |
| **Year** | Choose a Year. | **Semester** | Choose a Semester |
| **Year** | Choose a Year. | **Semester** | Choose a Semester |

**COMPLETE THE FOLLOWING SIX (6) SECTIONS [responses should be specific; application should not exceed 4 pages, excluding chair/dean letter(s)].**

1. **STATE THE PURPOSE OF THE SABBATICAL:**Please state the purpose of the Sabbatical here
2. **DESCRIBE THE BACKGROUND OR CONTEXT FOR AND SPECIFIC GOALS OF THE SABBATICAL:**  
   Please describe the context and specific goals of the Sabbatical here
3. **DETAIL HOW YOUR PROPOSAL MEETS THE CRITERIA ESTABLISHED FOR SABBATICAL LEAVE AWARDS AS OUTLINED IN 7.8.4.3 (A): [“In general, a sabbatical is intended as an opportunity to engage in research or to engage in activities that advance one’s knowledge within a discipline, enhance the academic endeavors of the University, or lead to a greater appreciation of aesthetic value.”]; if applicable, its relationship to your program’s curriculum and/or teaching can also be noted.**Please enter how your proposal meets the criteria outlined in 7.8.4.3 (A) here
4. **PROVIDE DOCUMENTATION OF SOURCES OF INTERNAL AND EXTERNAL SUPPORT FOR THE PROPOSAL (Note: the sabbatical application should include documentation of support from the appropriate chair and dean):**

Please enter details of the support documentation here

1. **DESCRIBE THE APPLICANT’S CURRENT STANDING IN THE UNIVERSITY (rank, administrative status/position, number of years at university):**Please enter applicant current standing information here
2. **DESCRIBE HOW THE SABBATICAL WILL BE EVALUATED AND SPECIFIC OUTCOMES:**  
   Please describe how the Sabbatical will be evaluated here

**After completing this form, please save the document and submit it as an email attachment to the following address.**

[facdev@bellarmine.edu](mailto:facdev@bellarmine.edu)

**\*Specific requirements of sabbatical leave may be found in Chapter 7.8.4.3 of the University’s policies and procedures.**