

SABBATICAL LEAVE FINANCIAL REIMBURSEMENT DISCLOSURE

Sabbatical Leaves may involve financial reimbursement other than from the College. Please complete this form. When complete, attach this form to your Sabbatical Leave Application request.

1. Will your Sabbatical Leave involve the production or publishing of any material either during the Sabbatical Leave or as a result of the Leave?

YES _____ NO _____

If YES, then what is the nature and scope of these materials?

2. Will your Sabbatical Leave result in other income?

YES _____ NO _____

If YES, then what is the nature and scope of this income?

What type(s) of support from the College will you be requiring during or because of your Sabbatical Leave (e.g., salary, use of computer equipment, secretarial support, etc.)?

3. What is the anticipated approximate net dollar value of produced/published materials or other income? \$ _____

4. Have contract arrangements been completed with the Vice-President of Finance?

YES _____ NO _____

If YES, please attach a copy of the contract.

Signature of Sabbatical Leave Applicant

Date

Signature of Vice-President of Finance

Date

NOTE: THIS FORM MUST ACCOMPANY ALL APPLICATIONS