

BRESCIA UNIVERSITY COLLEGE

Sabbatical Application Checklist (2020)

Name:

Date:

Division/Dept.:

Sabbatical Leave requested (please see *2016-2020 Collective Agreement*, Article 12):

Full-Year Sabbatical:

_____ July 1, 2021–June 30, 2022

_____ January 1–December 31, 2021

Half-Year Sabbatical:

_____ July 1–December 31, 2021

_____ January 1–June 30, 2022

The following should be included in your sabbatical application package:

_____ A completed Sabbatical Application form (v. 2020)

_____ An outline of the research you propose to accomplish. Please be clear and concise, and keep in mind that your research plan must be comprehensible to someone not in your specific field of research. It will be helpful if you include (as applicable) details of grants awarded or applied for in support of the proposed research, any relevant bibliography, and relevant timelines/milestones/deadlines. Please indicate whether your research plans depend on any particular funding, whether internal or external. Your outline should explain clearly how your research plans will contribute to your academic development.

_____ A summary of your preparation for the project(s), including work already completed, in progress, and to be undertaken

_____ A statement of your research and publication achievements during your previous sabbatical, if this is not your first sabbatical leave

_____ An updated curriculum vitae

If your research involves human subjects, you will require approval from the Brescia Research Ethics Board (REB); please check the appropriate choice below:

_____ Proposal approved by REB. Date approved: _____.

_____ Proposal currently in submission to REB. Date submitted: _____.

_____ Proposal not yet submitted to Brescia's Research Ethics Board.

Please attach this checklist to the front of your application.