

BRESCIA UNIVERSITY COLLEGE

Application Form for Sabbatical Leave (for use in 2020)

Applications for sabbatical leave are considered by the Academic Dean following the provisions specified in Article 13 of the *2016-2020 Collective Agreement*. Please consult the *Collective Agreement* before submitting your application. **Your completed application dossier must be submitted to your School Chair by October 1, 2020.**

Name:

Rank:

I am applying for Sabbatical Leave for the period of _____ months beginning on _____ and ending on _____.

NOTE: Leave may be for either 12 months (Article 13.4) or 6 months (Article 13.5).

Article 13.4: A *Full-Year Sabbatical (12 months)* may run from July 1 to June 30, or from January 1 to December 31. A Member is eligible for a Full-Year Sabbatical with the accumulation of six sabbatical credits; a Full-Year Sabbatical shall consume six sabbatical credits.

Article 13.5: A *Half-Year Sabbatical (6 months)* shall run from July 1 to December 31 or from January 1 to June 30. A Member is eligible for a Half-Year Sabbatical with the accumulation of three sabbatical credits; a Half-Year Sabbatical shall consume three sabbatical credits.

If applying for your *first* Sabbatical Leave at Brescia, complete **Section A**; if applying for a *subsequent* Leave, complete **Section B**.

Section A – First Sabbatical Leave

1. Years at Brescia University College at the rank of Assistant Professor/and higher:

From _____ to _____. Number of years credited _____

2. Years of service at Brescia at the rank of Lecturer since appointment:

From _____ to _____. Number of years credited _____

(Maximum 2)

3. Years credited for service at another institution: Number of years credited _____

(Maximum 3; only if stated in Letter of Appointment)

4. Was your 2019 Sabbatical Leave request deferred? ___ Yes (1 credit) ___ No

5. Total number of years of Sabbatical Leave eligibility: _____

Section B – Sabbatical Leave

1. Years of service since last Sabbatical Leave:

From _____ to _____. Number of years credited _____

2. Was your 2019 Sabbatical Leave request deferred? ___ Yes (1 credit) ___ No

3. Total number of years of Sabbatical Leave eligibility: _____

Other Leave(s)

If you have taken other Leave(s) in the past at Brescia (e.g., Academic Leave, Reduced Workload, Personal Leave; see Article 12), please provide details indicating the nature and dates of the Leave(s). Append another sheet if necessary.

Date:

Signature of Applicant: