

This is a 'view only' template. To edit it, make a copy in your Drive (File > Make a copy).

Description of the project and activities to be undertaken while on leave

Complete the following questions below and submit this document along with any related documents (as a single file) with your application for paid leave (sabbatical).

Alternatively, you may submit your own document, ensuring it addresses the following:

- Expected concrete outcomes of the leave, including a description of material expected to be produced, or work or study to be completed (as stated above).
- Relevance of the sabbatical to your professional development.
- Relevance of the sabbatical project to your unit, students, and the University and how the outcome(s) will be shared with your academic unit.
- Work schedule (indicate time periods and location for each segment of project, if applicable).
- The name and location of any institution/employer/laboratory with which you will be affiliated, and copy of letters of acceptance from them (if applicable).
- Details, nature, and amount of any paid work to be undertaken during leave, indicating changes from normal level of such paid activities.

Upon completion of this questionnaire save the file in a PDF format. Maximum number of files - 1. Maximum files size - 10MB.