

Request for Faculty Leave of Absence Without Pay

Before completing this form, faculty should consult the appropriate section of the Faculty Handbook, "Leave of Absence Without Pay", and Article 22 of the Collective Bargaining Agreement

NAME	(Last)	(First))		D	DATE			
DEPARTMENT/COLLEGE					6	ANK: Assoc. Prof	Asst. Prof		
DEFARTMENT/COLLEGE	-								
TYPE OF LEAVE REQUE		1/2 11/15 otc)	PROFESSIONAL						
ITTE OF LEAVE REQUE		e, 1/2, 11/15, etc.)			L	ATE(S) REQUESTED (semester, year	, other)	
			PERSONAL LEA	VE 🗌					
PURPOSE OF LEAVE	(additional jus	stification may be	e attached)						
BENEFITS REQUESTED	YES	NO 🗌		fits permitted nal leaves		PREVIOUS APPROVED			
If yes, check appropriate benefit(s) below:						Beginning Date:			
Step accrual	Sabbatical el	ligibility accrual							
Credit toward tenure	Seniority Cre	dit 🛄			CURRENT VISA STATUS				
					None 🗌 Y	′es 🔲 Type			
I understand I must notify Spring semester, upon the			y intent to return to	duty for Fall s	semester or	by October 1 of my inter	nt to return to d	uty for	
				Signature	of Faculty N	lember	Dat	te	
c. A one (1) year ex academic years. I elect to extend my proba Yes ☐ No ☐ If you elect not to request a Article 13.8 of the Collectin days prior to the beginning	tionary period. an extension of /e Bargaining A	f your probationary	period, you still ha	ve the option t a faculty unit	to request it employee to	the President made no	later than thirty	ν (30)	
academic year for the follo a. Leave of Absen b. Personal leave of	wing absences ce for pregnanc of absence with		1) academic year: o provision 22.8		, -				
TO BE COMPLETED BY	THE DEPARTN	IENT CHAIR:							
Recommendation: Ap	prove	Do not approve		Signature of	Departmen	t Chair	Date		
TO BE COMPLETED BY	COLLEGE DEA	N:		J I					
Recommendation: Ap	prove	Do not approve		<u>Cimentum of</u>				Data	
TO BE COMPLETED BY ⁻				Signature of				Date	
Recommendation: Ap		Do not approve [NO OR DES	IGNEE.			
APPROVED BENEFITS	S :								
Step Accrual Sabbatical eligibility acc	rual	Credit toward ten Seniority credit		Provost and	Vice Preside	ent for Academic Affairs	or designee	Date	
Copies (to be distributed b Original- AVPFA	y the Office of Payroll	the Vice President) HRM (Benefits)	Faculty Me	mber	College	Department			