



Pacific Lutheran University  
Sabbatical Leave Request Form  
Preliminary Request for Academic Year 2020-2021  
(Due December 15, 2018)

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**Faculty Information**

Name Department/School

**Period of Requested Leave Information**

Please select a period of leave:

Full academic year, 2020-2021

Calendar year, 2021

Fall semester, 2020

Fall semester and January term, 2020-2021

January term and Spring semester, 2021

Spring semester, 2021

Summer semester and Fall semester, 2021 (available only to faculty on 12-month contracts)

For partial year requests within AY 2020-2021, indicate the number of courses you plan to teach in each term that you will not be on leave.

| Fall 2020 | J-Term 2021 | Spring 2021 |
|-----------|-------------|-------------|
| 1         | 1           | 1           |
| 2         |             | 2           |
| 3         |             | 3           |

For calendar year requests and requests that span both AY 2020-2021 and AY 2021-2022, indicate the number of courses you plan to teach in each term that you will not be on leave.

| J-Term 2021 | Spring 2021 | Summer 2021 | Fall 2021 |
|-------------|-------------|-------------|-----------|
| 1           | 1           | 1           | 1         |
|             | 2           | 2           | 2         |
|             | 3           | 3           | 3         |

Have you confirmed this sabbatical leave plan with your Department Chair and/or Dean?

Yes No

**Proposal Information**

In 500 words or less, indicate as specifically as possible your plans for the sabbatical. Please specify how the sabbatical contributes to your professional growth and development, and how your activities will benefit the university.

Please provide a timeframe for the project along with a justification for that timeframe, and a statement of expected outcomes and/or products.

If development of plan or length of leave depends on additional funding (from external sources), state reasons and possible sources. Also, indicate date by which you will know whether such funding is available.

Please submit signed copies (electronically OR in hard copy) to the Office of the Provost ([provost@plu.edu](mailto:provost@plu.edu)), your Department Chair and/or Dean, and the Rank and Tenure Committee (c/o Provost's Office or [facgov@plu.edu](mailto:facgov@plu.edu)) by December 15, 2018.

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Signature

Date

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For Sabbatical Policies and Procedures, please see the Faculty Handbook, Part X, Section 4A, numbers 1-6. The Faculty Handbook is available at: [www.plu.edu/faculty-resources/faculty-handbook/](http://www.plu.edu/faculty-resources/faculty-handbook/)