SABBATICAL LEAVE FINANCIAL REIMBURSEMENT DISCLOSURE

Sabbatical Leaves may involve financial reimbursement other than from the College. Please complete this form. When complete, attach this form to your Sabbatical Leave Application request.

1. Will your Sabbatical Leave involve the production or publishing of any material either during the Sabbatical Leave or as a result of the Leave?

   YES___________ NO______________

   If YES, then what is the nature and scope of these materials?

2. Will your Sabbatical Leave result in other income?

   YES________________ NO________________

   If YES, then what is the nature and scope of this income?

What type(s) of support from the College will you be requiring during or because of your Sabbatical Leave (e.g., salary, use of computer equipment, secretarial support, etc.)?

3. What is the anticipated approximate net dollar value of produced/published materials or other income?  $___________________

4. Have contract arrangements been completed with the Vice-President of Finance?

   YES_________ NO_________

   If YES, please attach a copy of the contract.

________________________________________
Signature of Sabbatical Leave Applicant

________________________________________
Date

________________________________________
Signature of Vice-President of Finance

________________________________________
Date

NOTE: THIS FORM MUST ACCOMPANY ALL APPLICATIONS