



WAYNE STATE
Office of the Provost

Request to Defer Sabbatical Leave of Absence

Date

_____, from the Department of _____, in the _____ is requesting to defer their approved sabbatical leave of absence. They are currently approved for sabbatical leave during the _____ at _____ percent salary support. Their sabbatical would be deferred to _____ at _____ percent salary support.

The above request is being made for the following reason(s):

Approved sabbatical leaves may be deferred up to one academic year without submitting a new application. Any deferral requests beyond the approved one-year period will be denied, and the faculty member will need to re-apply for a sabbatical leave of absence.

Approved by:

Department Chair

Date

Dean

Date

Boris Baltés, Senior Vice Provost for Faculty Affairs and Academic Personnel

Date