

UTSC Research and Study Leave Request Form 2018-19

This request form should only be used for regular paid research and study leaves. Please talk to your Chair/Director if you are thinking about any other type of leave.

Name: _____

Rank: _____

Department: _____

Department of Budgetary Cross Appointment (if applicable):

(In the case of budgetary cross appointments, request forms should be sent to the head of the home department, and an additional copy - marked as such - provided to the other academic unit head for information purposes).

LEAVE OPTIONS:

Option A - 12-month leave at 87.5% salary after 6 years of service

- 87.5% of regular salary for 12 months
- 93.75% of regular salary for 24 months
- 87.50% of regular salary for two 6-months parts (split leave):

Start date for the first 6-month leave: _____

Start date for the second 6-month leave: _____

Option B - 6 month leave at 100% after 6 years of service

- 100% of regular salary for 6 months

Option C - 12-month leave at 90% salary following a successful tenure/continuing status review and promotion to Associate Professor/Associate Professor, Teaching Stream

- 90% of regular salary for 12 months
- 95% of regular salary for 24 months
- 100% of regular salary for 6 months

Option D - 6-month leave at 87.5% salary after 3 years of service

- 87.5% of regular salary for 6 months
- 93.75% of regular salary for 12 months

Start Date:

- July 1, 2018
- January 1, 2019

- Defer Leave for 6 months with credit towards next leave
(If eligible to take leave July 1, 2018)

Requested by: Unit Head for Academic Reasons
 Faculty Member

RESEARCH AND STUDY LEAVE PROPOSAL (Approximately one page):

[Empty rectangular box for the proposal text]

Expected date of completion of leave project(s):

Expected form(s) of dissemination of leave project(s). These can include book, articles, conference papers, reports, exhibitions, redesigned course, and curricular development:

Most Significant Professional Accomplishments, including Creative Accomplishments, if applicable since most recent paid research and study leave. These can include publications, conference presentations, curricular developments and/or designs, pedagogical innovations/training, special projects, and reports. For publications, indicate whether published/accepted, refereed/non-refereed, co-author(s) if any, with title, journal/publisher, date (if published), and length.

Any other relevant information: