

Request to Defer Sabbatical Leave

Please review the Sabbatical Leave Policy and complete the form below. Please submit the form via email to Erin McNamara Horvat, Senior Vice Provost (emh@drexel.edu) with a cc to Remy Van Wyk (rv434@drexel.edu). If you have questions or concerns, please contact either Erin McNamara Horvat or Remy Van Wyk.

Name:

Date:

College:

Department:

INDICATE CURRENT SABBATICAL ELIGIBILITY:

___ Fall/Winter 20___ ___ Winter/Spring 20___

___ Full 20___ - ___ AY ___ Other: _____

PROPOSED NEW SABBATICAL DATE: _____

In the space below please provide the rationale for your request.
(Suggested Maximum of 800 words)

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.*Special accommodations for a second or third year of deferral due to COVID are possible. If you have questions, please contact Faculty Advancement.

Approved by:

Department Chair

Date

Dean

Date