



Michigan Tech

Sabbatical Leave Supervisor Recommendation

Form to be completed and signed by the immediate supervisor (e.g., department chair, division director, or school dean), attached to the applicant's proposal, and forwarded to the chair of the Sabbatical Leave Committee as one electronic file. At the same time, a copy for informational purposes, should be sent to the provost and, if applicable, the dean.

The immediate supervisor will also send their recommendation to the applicant.

Name of applicant: _____

Department, division, institute: _____

What provisions been made to cover the applicant's teaching obligations while on sabbatical leave?

What provisions been made to cover the applicant's research obligations while on sabbatical leave?

What provisions been made to cover the applicant's service obligations while on sabbatical leave?

Are there any potential conflict of interests arising from the sabbatical leave?

Yes No

If there are potential conflicts of interest, have these gone through the conflict of interest committee?

Yes No

Name of person completing this form: _____

Are you in support of the proposed sabbatical leave? Yes No

Why or why not?

Date complete file forwarded to the chair of the Sabbatical Leave Committee.

Signature of Immediate Supervisor

Title, Immediate Supervisor

Date