



SABBATICAL APPLICATION CHECK-LIST

Name of Applicant:	
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PRIMARY CRITERIA	
Applicant's proposal indicates that the sabbatical leave will enhance his/her personal and professional growth:	
Comments:	
Proposal shows how the above will be measured or determined.	
Examples:	
Goals of the leave are clearly defined.	
Comments:	
Applicant has thoroughly researched, planned, and prepared for the proposed activities.	
Comments:	
Itinerary/timeline has been created and included.	
Comments:	
Proposal will have a positive impact on the college's educational program.	
How measured?	
Student's Direct Benefit?	

SECONDARY CRITERIA

Number of years of service to the district:

Records of past leaves:	Year:	Activity:
	Year:	Activity:

An outline and/or examples of service to the district has been included.

Comments:

Applicant has contributed to the district and/or the community.

Comments:

Overall Reactions and Recommendations: