




TO: Deans and Academic Unit Heads
FROM: Thomas P. Miller, Vice Provost for Faculty Affairs 
DATE: September 13, 2018
RE: Sabbatical Leave Requests for Academic Year 2019-2020

This memorandum initiates the sabbatical leave application process for sabbaticals to be taken in academic year 2019-2020.

A copy of instructions and relevant forms are available at the Vice Provost for Faculty Affairs website: <https://facultyaffairs.arizona.edu/content/sabbatical-leave-application-and-review>

Relevant policies from the University Handbook for Appointed Personnel (UHAP 8.03.02, Sabbatical Leave) can be found at: <http://policy.arizona.edu/human-resources/sabbatical-leave>

Sabbatical proposals and post sabbatical reports are to be reviewed at the college or unit level. A list of all approved sabbatical leaves should be forwarded from the college or academic unit to our office by January 11, 2019. This list should include any changes that occurred in the 2018-2019 schedule and are being rolled over to 2019-2020.