

2010-2011 Leave of Absence Application
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6. *I am attaching to this application a detailed description of the project which I wish to undertake, including the following:
 - a) Project description
 - b) Where it is to be done
 - c) Whether it is a new project or a continuation of one now in progress
 - d) What I hope to accomplish
 - e) Whether there are plans for publication
 - f) What I consider to be the value of the proposed work – to CMU, to me, to my professional field.
7. I am attaching a brief (one or two sentence) description of my leave for publication in FOCUS. This must be included in this application.
8. I understand that if this leave is granted I am committed to returning to the faculty of CMU for one year and, if I should decide not to return, to reimburse CMU for the full amount of the leave granted.
9. Upon return from the leave, I plan to report informally to my colleagues, Department Head, and Dean on the work accomplished.

Signature

*As the leave policy states, the purpose is: To permit a faculty member to devote himself or herself, for the period of the leave, to a scholarly or creative project which will contribute to his or her professional status as a creative scholar, teacher and/or artist and to his or her value to Carnegie Mellon University.