

August 31, 2009

MEMO TO: Deans and Academic Unit Heads

FROM: Thomas P. Miller, Associate Provost for Faculty Affairs

RE: Sabbatical Leave Requests for Academic Year 2010-2011

This memorandum will initiate the sabbatical leave application process for sabbaticals to be taken in academic year 2010-2011. A copy of instructions and relevant forms are available at the Associate Provost for Faculty Affairs website as follows:

<http://facultyaffairs.arizona.edu/sabbatical/>

Relevant University Handbook for Appointed Personnel (UHAP 8.03.02, Sabbatical Leave) policies may be found at:

<http://uhap.web.arizona.edu/chap8.html#8.03.02>

A list of all approved sabbatical leaves should be forwarded from the college or academic unit to my office by January 4, 2010.

TPM/am

