


TO: School of Arts and Sciences Department Chairs and Directors

FROM: Peter March 
Executive Dean

RE: 2019-2020 Sabbatical Leave Program

DATE: November 16, 2018

Attached are the instructions and application form for the 2019-2020 Sabbatical Leave Program <http://academiclaborrelations.rutgers.edu/resources>.

Please forward copies to interested faculty in your department. Rather than completing the attached or online application form, faculty members who wish to apply for a Sabbatical Leave should contact Human Resources-Academics humanresources@sas.rutgers.edu or call 848-445-4150 for a computer generated application form. The computer form will have individualized information.

For one-semester leaves: A tenure track Assistant Professor with at least 6 semesters of full-time prior service may apply for a one semester leave at 100 percent salary; all other faculty above the rank of Assistant Professor need at least 12 semesters of full-time prior service to apply for a one-semester leave at 100 percent salary. A faculty member with at least 6 semesters of full-time prior service may apply for a one semester leave at 80 percent salary.

For two-semester leaves: A faculty member with at least 12 semesters of full-time prior service may apply for a two-semester leave at 80 percent salary.

Completed applications should be sent to Human Resources-Academics, 77 Hamilton Street, College Avenue Campus or via email humanresources@sas.rutgers.edu no later than Friday, January 4, 2019. If you have any questions on the program, please contact Debbie Elliott (humanresources@sas.rutgers.edu) or at 848-445-4150.

PM/de

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