

**COVER SHEET FOR FACULTY AFFAIRS  
COMMITTEE SPECIAL SCHOLARLY LEAVE/  
SPECIAL TEACHING LEAVE**

**Name:**

**Department:**

**Semester Requesting Special Leave:**

**Application for:**

Special Scholarly Leave

Special Teaching Leave

If other please explain:

**Rank of the applicant applying for a Special Leave:**

Assistant Professor

Associate Professor

Full Professor

If other please explain:

**Number of years at Hofstra as a full-time faculty member:**

**Have you ever been granted a Special Leave at Hofstra University?**

Yes

No

**If yes:** Date(s) of previous Special Leave(s) taken:

Please explain the outcome(s) of the previous Special Leave(s):

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SPECIAL LEAVES**

**Attach an Abstract/Summary of the proposal for a Special Leave** (No longer than 250 words): Please be sure to include a description of the project and significance of proposed research.

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**Proposed outcomes of the Special Leave** (article, review, field study, etc):

