

**Administrative Support Form  
To accompany PD Time and Sabbatical Applications**

**Name of Professional Development Time or Sabbatical Applicant**

\_\_\_\_\_

**Application for release time in \_\_\_\_\_ (give semester & year)**

This is an application for  Sabbatical  PD Time

Title of Project \_\_\_\_\_

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

.....  
**To Be Completed by Department Head (or Dean for School of Education  
Business) or Program Director**

I have been notified of this request

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please comment on the appropriateness or necessity of the proposed project. If the project involves development of a new course, please explain how the course fits into the curriculum and indicate when the course would be offered. If you know of reasons why Faculty Development should not support this proposal please provide this information.