

**APPLICATION FOR SABBATICAL LEAVE  
(SENIOR MEMBERS)**

Please affix  
your recent  
passport size  
photograph  
here

SECTION 'A'

*1.0 PERSONAL DETAILS*

- 1.1 Name: .....
- 1.2 Date of Birth: .....
- 1.3 Current Rank: .....
- 1.4 Qualification (s):.....
- 1.5 Department/Unit: .....
- 1.6 Faculty/School: .....

*2.0 PARTICULARS OF SABBATICAL LEAVE*

- 2.1 Purpose(s) of Sabbatical Leave. (Applicant should state in detail Professional/Research/Course programme. Please attach documentary evidence):  
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.....
- 2.2 Venue(s) of Sabbatical Leave. (State name of Institution/Organisation and Country. Please attach documentary evidence):  
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.....
- 2.3 Duration of Research/Attachment Programme during Sabbatical Leave. (Please, state the effective dates):  
.....  
.....
- 2.4 Please, state whether you have an Award/Fellowship/Appointment to Sabbatical Leave. (Attach documentary evidence)  
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.....
- 2.5 Describe briefly research activities/academic or other merits achieved at UMaT:  
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.....  
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.....

3.0 PARTICULARS OF ANY PREVIOUS SABBATICAL LEAVE

3.1 Date (s) and venue of last Sabbatical Leave (s)

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.....  
.....

3.2 Purpose of Sabbatical Leave.....

.....  
Date..... Applicant's Signature.....

SECTION 'B'

4.0 TO BE COMPLETED BY HEAD OF DEPARTMENT/UNIT/DIVISION

4.1 State how the applicant's current responsibilities will be discharged in his absence.

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4.2 Recommendation. Please, state reason(s):

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Date: ..... HOD's/HOU's Signature.....

Name: .....

SECTION 'C'

5.0 TO BE COMPLETED BY THE DEAN/DIRECTOR/REGISTRAR, ETC

5.1 Recommendation. Please, state reason(s):

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.....  
.....

Date: ..... Dean's/Director's/Registrar's Etc Signature.....

Name: .....

*(Completed form should be forwarded to UAPC for further action)*