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| **Kaohsiung Medical University** **Sabbatical Leave Application Form** |
| Applicant | College/Department  |  | Substitute | College/Department  |  |
| Academic Rank |  | Academic Rank |  |
| Name | Signature or seal | Name | Signature or seal |
| Date of appointment to KMU |  | Years of service as a professor | Date from totals years |
| Period of sabbatical | One year | Date from Date to |
| Half year | Date from Date toDate from Date to |
| Overseas research | □Yes □No  | Overseas venue for research |  |
| Outline of the sabbatical leave plan: 1. Title:

2. Summary:3. Planned work items and specific outcomes to be achieved: Continue on a separate sheet if necessary. |
| Hospital HR | Hospital Department Head | Hospital Superintendent |
|  |  |  |
| Department Head(Submitted to the Department Faculty Evaluation Committee) | Dean (Submitted to the College Faculty Evaluation Committee) | Human Resources Office(Compiled and submitted to the University Faculty Evaluation Committee) | Vice President | President |
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\*Applications by joint appointment faculty from hospitals must be approved first by the pertinent Hospital.

\*The application should be accompanied by a proposal, and be reviewed sequentially by the Faculty Evaluation Committee at all three levels.