

# Intent to Apply for Sabbatical Leave, 2027-2028

To: Christian Brown, Sabbatical Leave Committee Chair

From: \_\_\_\_\_

CC: \_\_\_\_\_  
*Applicant's Immediate Supervisor/Dean*

Date: \_\_\_\_\_

E-mail: \_\_\_\_\_

Division: \_\_\_\_\_

**Re: Intent to Apply for Sabbatical Leave, 2027-2028**

I, \_\_\_\_\_, at ext. \_\_\_\_\_

intend to apply for a:

- \_\_\_\_\_ one semester sabbatical leave at 100% of contract pay (*if employed 10 years or more*)
- \_\_\_\_\_ one-year sabbatical leave at 100% of contract pay (*if employed 10 years or more*)
- \_\_\_\_\_ one semester sabbatical leave at 100% of contract pay (*if employed 6 to 9 ½ years*)
- \_\_\_\_\_ one-year sabbatical leave at 70% of contract pay (*if employed 6 to 9 ½ years*)

for the 2027-2028 academic year.

The general purpose of my leave will be:

- \_\_\_\_\_ research
- \_\_\_\_\_ study
- \_\_\_\_\_ travel
- \_\_\_\_\_ work experience
- \_\_\_\_\_ other (*explain below*)

\*\*I understand that given the current budget situation, there is no guarantee sabbatical leaves will be funded, or if so, how many, for school year 2027-2028. \_\_\_\_\_ (**initial here**)

**DEADLINE: Thursday, March 26, 2026, 4:30 p.m.**

**Submit to the Sabbatical Leave Committee Chair via email** ([cbrown@cerritos.edu](mailto:cbrown@cerritos.edu))

*Applicant to notify Immediate Supervisor/Dean via email*