

**FERRIS STATE UNIVERSITY**  
**Sabbatical Leave - Declarations**  
(attach this page to your proposal)

- I have included the following information with my Sabbatical Leave request
  - Sabbatical Leave application cover sheet
  - Sabbatical Leave proposal, including bibliography
  - Current resume/curriculum vita
  
- I have consulted with my department/division head (and colleagues) during the development of this Sabbatical Leave plan to maintain consistency with the goals and objectives of my department/division.
  
- I have contacted the VPAA's office (Donald Flickinger) and established all Intellectual Property rights prior to submitting this proposal.
  
- I agree, in the event that I fail to return to employment at Ferris State University at the expiration of such leave and render services for a period of at least one (1) year thereafter in the same capacity as when the leave started, to reimburse the University for all sums paid by Ferris State University while on leave. The sums paid by Ferris State University may be withheld by the University from sums owed to me, if any.
  
- I agree to submit, within the first semester following the Sabbatical Leave, a final report (as described in the application materials) detailing the Sabbatical Leave activities.
  
- I agree, in the event that any of the proposed Sabbatical Leave activities change, to notify, in writing, the Provost/Vice President for Academic Affairs describing the changes to the Sabbatical Leave plan. I understand that at that time the Provost/VPAA will determine the appropriateness of these revisions and approve or disapprove the modifications to the plan.

**Signature**

**Date**

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