TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER
SCHOOL OF NURSING
Faculty Development Leave Application Form

Requested by ___________________________ Rank ___________________________

Brief statement of the nature of the proposed leave:

1. Employment at TTUHSC School of Nursing.
   a. How many years have you been employed at TTUHSC School of Nursing? ___________
   b. Have you previously had a faculty development leave at TTUHSC School of Nursing? 
      Yes ___  No ___
      If YES, when? _______________________________________________________________________

2. Period for which leave and compensation are requested.
   a. From (date): ___________________________ to ___________________________
   b. On: Full salary ___________________________ One-half salary ___________________________
      Other salary arrangements __________________________________________________________

3. Attach a current vita, and if not included in the vitae, information about:
   a. Publication and Creative Activities
   b. Participation in International, National, and Regional Scholarly Professional Organizations
   c. Related Professional Experience. Exclude material covered in another section.
   d. Honors, Certificates, Faculty Fellowships, Professional Licenses, etc.
4. Project Information

Describe your project clearly, completely, and as concisely as possible. (Not more than ten pages, double spaced). Your statement should cover the following points.

a. General Summary Statement of the Project, including its objectives. State how you and TTUHSC School of Nursing will benefit from your activities.

b. Brief but Explicit Explanation of Intended Procedures to be followed.

c. Financial and Budgetary Matters.

A statement of origins and amounts of financial resources.

5. Terms of Leave

It is understood that the undersigned faculty member is expected to return to the employment of the Texas Tech University HSC for a period of not less than one year following completion of this leave unless mutually agreed otherwise. If the undersigned faculty member voluntarily leaves TTUHSC within the stated period following completion of a faculty development leave, the faculty member will be expected to reimburse TTUHSC for the salary and benefits paid during the period of faculty leave. In accordance with the Texas Faculty Development Leave Act, Texas Education Code 51.101-51.108 and section 51.105 (Vernon Supplement 1982-83), the undersigned agrees not to hold employment or receive other compensation (during the period of the development leave) from any other person, corporation or government, unless the Board of Regents finds that it is in the public interest and that it otherwise meets requirements of law. It is understood that the leave of absence for faculty development will be subject to cancellation for violation of the conditions under which the leave was granted.

Signed (Applicant) Date

6. Dean’s Statement

I support this application and ensure that, if this Development Leave is granted, the applicant’s teaching, clinical, and other responsibilities will be assumed within this Department.

Signed (Dean) Date