

Template for Academic Leave Report

Name:

Title/Academic Rank:

Dates of the Leave:

Goal(s) of the Leave (from the original proposal):

Description of Activities Conducted during the Leave (include a list of coursework, seminars, conferences, or other education undertaken; list experiments, field work, or other activities including locations; any other important activities done):

Products of the Leave (include papers written, presentations given, grants written, and any other scholarly 'products' completed or underway):

Summary Statement (typically expressing gratitude to the University for the support, and conveying a self-assessment of the 'success' of the leave activities in achieving the proposed goals):