**Chair/AD or Dean Letter of Support for Sabbatical Leave****Academic Year:**

**Full Name of Candidate:**

**Current Rank of Candidate:**

**School/College of Candidate:**

**Department of Candidate:**

**Campus:** [ ]  NYC [ ]  Westchester [ ]  White Plains

**Departmental or School/College Letter of Recommendation** *[Please provide a letter of recommendation* ***and an explanation below*** *describing how this leave will benefit the applicant, department, and the students. Also, discuss how you plan to cover applicant’s courses during the leave, what funding will be needed, and how you plan to secure the funding****.****]*

Name of Department Chair (Associate Dean or School Dean where department chair is not appropriate):

Date: