Sabbatical & DIP Calendar 2024-2025

Type of Leave	Date	Review Level	Review Begins	Review Deadline
Sabbatical Leave	**12/2/2024**	Faculty Member Notifies College of Intent to Apply to Have Case Opened in Interfolio*		
	2/7/2025	File Closure Date		
Note: Sabbatical Eligibility list Released by 9/30/24		Chairs/Directors review applications for curricular/programmatic conflicts	2/10/2025	2/13/2025
		College committees review applications	2/14/2025	3/11/2025
		Deans review	3/14/2025	3/28/2025
		Provost review	4/3/2025	4/18/2025
		Provost issues sabbatical leave letters**		4/21/2025
Difference in Pay Leave	**12/2/2024**	Faculty Member Notifies College of Intent to Apply to Have Case Opened in Interfolio*		
	2/7/2025	File Closure Date		
Note: DIP Eligibility list Released by 9/30/24		Chairs/Directors review applications for curricular/programmatic conflicts	2/10/2025	2/13/2025
		Department committees review applications	2/14/2025	3/11/2025
		Deans review	3/14/2025	3/28/2025
		Provost review	4/3/2025	4/18/2025
		Provost issues DIP leave letters		4/21/2025

* Files will be routed using Interfolio

** If an unsuccessful sabbatical application wishes to be considered for DIP leave, the application is sent for department review, if not already approved.