

Professional Development Leave Application

Brigham Young University

Revised: November 2024

Please complete the following form with sufficient detail to address each item. Attach your completed form to your leave request in Workday before submitting it for review.

Professional development leave requests *must* be submitted with documentation presenting the following:

1. Describe the plan for your leave. Be specific and describe WHAT developmental activity you propose, WHO you will be working with, HOW the activity will benefit your scholarship and teaching, and WHY it will help you further the university's mission and serve students effectively.

2. What are the scholarly or pedagogical products that are likely to result from this leave and the anticipated benefits that will accrue to your students and department from this leave?

