**Appendix 1 – Statement of Understanding and Compliance**

Name of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

College: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department/Center \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rank: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Period of Industrial Sabbatical Leave Requested:

From \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Sabbatical Plan**

On a separate sheet, please complete your industrial sabbatical leave plan according to the following outline:

1. Nature of the educational or professional program to be undertaken, including:

* Industrial sabbatical objectives: Knowledge, experience and/or expertise to be gained from the sabbatical for the benefit of the students, colleagues and campus(es).
* Relationship of objectives to college/center goals, to anticipated duties or to any approved projects with which you are or anticipate being involved.
* Industrial sabbatical activities planned to accomplish the sabbatical objectives. This would include any programs of study, community services, colleges/businesses to be visited, travel, materials development, and an approximate timeline for the different activities. Indicate any College-provided materials or facilities support you would require.

2. A summary, in outline form, of what you feel are your outstanding contributions to your college.

3. Indicate any financial remuneration from non-KFUPM sources to be received during the industrial sabbatical leave, including grants, fellowships, and outside employment. If no outside funding will be received, indicate NONE.

I understand that industrial sabbatical leave is granted in accordance with King Fahd University of Petroleum & Minerals policy, and that should I be authorized such leave, I shall carry out my industrial sabbatical plan and, within one semester, submit a written report on my industrial sabbatical activities.

I also understand that I am required to return to the University for at least one year of service upon completion of the industrial sabbatical leave.

I agree that if I refuse to return or if I do not satisfy the requirement of serving one year after return, I shall reimburse the University all compensation received from the University covering the industrial sabbatical leave period. Otherwise, the University has the right to take any necessary action such as withholding termination benefits.

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Signature of Applicant Date