

**TCDSB Policy Register**

Sabbatical Leave For Undergraduate Or Nondegree Study H.M.05

<b>Date Approved:</b> June 73	<b>Date of Review:</b> 2 Oct 06	<b>Dates of Amendment:</b> 16 Oct 86; 17 May 84
<b>Cross Reference:</b>		

**Policy:**

A sabbatical leave may be granted by the TCDSB upon the recommendation of the Director of Education for approved undergraduate/nondegree study to an employee who is not provided for within a collective agreement.

**Regulations:**

1. Support personnel with seven (7) years of successful experience with TCDSB may apply for a sabbatical to undertake approved undergraduate/non-degree study and 100% of their regular salary plus benefits will be paid.
2. The sabbatical study leave shall not exceed one year.
3. (a) The salary paid during a sabbatical leave shall be considered as a loan.  
(b) One third of the loan will be considered repaid for each year of employment after reassignment.
4. Applications for a sabbatical leave shall be made on or before the 31 December of the year preceding the special leave.
5. The TCDSB may grant up to two (2) sabbatical leaves per year.