



FLORIDA ATLANTIC UNIVERSITY

Harriet L. Wilkes
Honors College

SABBATICAL APPLICATION TIMELINE 2027-2028

8/28/26 – Faculty members notified of sabbatical application process and timeline

9/18/26 – Due date for notifying Chair of intent to submit an application
Sabbatical cases opened in Interfolio

10/2/26– Applications due to Chairs for approval/comments

10/9/26 – Applications due to Business Manager for approval

10/16/26 – Applications due to Dean for approval/comments

10/30/26 – Applications due to Provost's Office

11/6/26 – Applications sent out to Research Committee of the UFS

12/4/26 – Recommendations of Research Committee to Provost's Office

12/11/26 – Final approvals/denials (letters to applicants)

1/15/27 – Signed acceptances due to Provost's Office

1/29/27 – Memo to Deans, Department Chairs / School Directors, Budget Directors, for acceptances of sabbaticals.