

Please forward your completed application to the PD Committee through school mail or by fax (902-541-3049).

South Shore Regional NSTU Article 60 Professional Development Fund Application Form – Educational Leave of Less Than One Year

Please review the guidelines for Educational Leaves of Less Than One Year prior to submitting your application. Please consult monthly application deadlines and meeting dates in the guidelines of the PD Committee on the Regional Centre's website, as **late applications will not be accepted by the Committee.**

Name		Professional Number
Civic Address		
Primary Work Location	Contract Status: Permanent, Probationary, or Term. Long-Term Substitutes are not eligible.	
Current Assignment	Work-Related Email Address	
Purpose of Leave		Number of Teaching Days
Dates of Leave		Teaching Percentage

Previous Educational Leaves (within the last 3 years)

School Year	Number of Days in Leave	Purpose of Leave

This form must be accompanied by a clear and detailed outline of the proposed Educational Leave, and a clear and detailed explanation of how the proposal meets one or more of the program priorities established by the SSRCE and any additional criteria established by the NSTU Article 60 PD Committee.

Applicant's Signature	Date
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Supervisor's Signature	Supports Application <input type="checkbox"/> Yes <input type="checkbox"/> No	Date
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Approval

Director of HR's Signature	Approved <input type="checkbox"/> Yes <input type="checkbox"/> No	Date
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The Director of HR's signature approves the teacher to be away from his/her assignment only. Reimbursement of any costs associated with the leave must be approved by the Professional Development Committee.

PD Committee Co-Chair's Signature	Approved <input type="checkbox"/> Yes <input type="checkbox"/> No	Date
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