

Chang Jung Christian University College of _____

End of Research Period Written Report Checklist

The ____ Meeting of the Department Faculty Evaluation Committee on ____ (day) ____ (month) ____ (year) of the of Academic Year ____.

The ____ Meeting of the College Faculty Evaluation Committee on ____ (day) ____ (month) ____ (year) of the of Academic Year ____.

Department :	Place of leave application:	Period of leave application: From ____ (day) ____ (month) ____ (year) to ____ (day) ____ (month) ____ (year)
Name : <input type="checkbox"/> Professor sabbatical leave <input type="checkbox"/> Associate professor further study <input type="checkbox"/> Assistant professor for further study	Actual place of leave :	Actual period of leave: From ____ (day) ____ (month) ____ (year) to ____ (day) ____ (month) ____ (year)
Special contribution Please refer to the attachment		

Review Checklist	Result	
1. At the end of the research period, is the written report submitted within one year (for further study and research) or three months (for professor leave) of returning to CJCU? Date of submission: ____ (month) ____ (year)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Did the written report specify the time and place of the leave?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. Is the written report consistent with the original plan?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. Presenting the research outcomes: <input type="checkbox"/> Written report <input type="checkbox"/> Paper publication <input type="checkbox"/> Other : _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Review committee comments and opinions (Items for improvements and suggestions)		Review Result
		<input type="checkbox"/> Pass <input type="checkbox"/> Fail
Signature of Committee Members		