



THE FEDERAL UNIVERSITY OF TECHNOLOGY, AKURE
(Office of the Registrar)

DIRECTORATE OF ESTABLISHMENT AND HUMAN RESOURCE

REPORT OF ACTIVITIES DURING SABBATICAL LEAVE

Ref: FUTA/REG/DEHR/SL/019a

A: GENERAL INFORMATION

1. Name: (Surname First)
2. School/Department:
.....
3. Name of Institution/Department(s) where sabbatical leave was undertaken.
.....
4. Date of assumption of duty at the Institution:
5. Initial plan/purpose for going on sabbatical leave (please reflect changes if any):
.....
.....

B. SPECIAL ACTIVITIES

6. ACTIVITIES DURING SABBATICAL LEAVE: ACADEMIC ACTIVITIES:

- a) Courses taught (No. of Credit Unit):
 - i) Undergraduate:
 - ii) Postgraduate:
- b) Other activities (those in the Industries etc)
 - i) Paper(s) already accepted for publication:
.....
 - ii) Manuscript(s) submitted for publication:
 - iii) Conference(s) Workshop attended with date and paper(s) presented (if any):
.....
.....

iv) List of creative works/exhibitions:
.....
.....

v) Development/Fabrication of Equipment:
.....
.....

vi) Summary of activities during the leave (not more than 250 words):
.....
.....

7. Collaborations (stating research and other institutions/efforts made on grants for a research work/contract made):
.....
.....

8. Extra curricula activities:
a) Courses undertaken during the period of sabbatical leave:
.....
b) Service to the institution (professional exercise accreditation/ Postgraduate representative in examinations, etc)
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9. Lesson(s) Learnt from the institution:
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.....

10. Benefit(s) derivable from F.U.T.A:
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11. List of administrative responsibilities:
Post- held:
Responsibilities:

.....
Name **Date**

12. Signature of staff.....:

13. Comments of the Head of Department:

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Name **Signature/Date**

14. Comment of the Dean:

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Name **Signature/Date**