

**Fellowship Leave / Scholar Incentive Report**  
(NOTE: Text can be expanded or attach additional pages as needed)

Name: \_\_\_\_\_

Academic Rank: \_\_\_\_\_

Program/Department/School: \_\_\_\_\_

Fellowship Leave / Scholar Incentive Dates: \_\_\_\_\_

Date of this Report: \_\_\_\_\_

Provide a summary of your original plans and goals.

Describe your activities, outcomes and achievements, and links or references to publications or other works during or resulting from the Fellowship Leave / Scholar Incentive.

Describe and explain changes to your original plan. Assess the value or significance of these changes, if any.

Describe how your Fellowship Leave / Scholar Incentive contributed to your personal/professional development and how it provides a benefit to the Department/School/College in terms of (a) Teaching and/or Curriculum Development, (b) Research/Scholarship/Creative Activity, and (c) Service to your Discipline, City College and/or the public.

Scholar Incentive Awardees ONLY: Provide a list of agencies and institutions from which you received financial support to pursue your Scholar Incentive.

Faculty Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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Review by Chair

Name: \_\_\_\_\_

Date of Review: \_\_\_\_\_

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Review by Dean

Name: \_\_\_\_\_

Date of Review: \_\_\_\_\_

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Received by HR

Name: \_\_\_\_\_

Date of Receipt: \_\_\_\_\_