



الجامعة الإسلامية العالمية ماليزيا
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA
يُؤْتِيهِ سُبْحَتِي سَلَامًا، أَنْتَابًا رَاجِحِينَ مَلِدِيَسِيَا

MANAGEMENT SERVICES DIVISION

REPORT ON COMPLETION OF SABBATICAL LEAVE

Staff is required to submit two (2) copies of the report on completion of sabbatical through Head of Department. The report is to be submitted within four (4) weeks after the completion of the sabbatical leave. Kindly attach appendix if the space is inadequate.

PART A: Details of Staff

Name: _____

Staff No.: _____

Email: _____

Handphone: _____

Department / Kulliyah: _____

Place of Sabbatical: _____

Duration: _____

Start Date of Sabbatical Leave: _____

End Date of Sabbatical Leave: _____

PART B: Details of Sabbatical Output

Area of research:
Title of research:
Research objectives: 1. 2.
Research output:
Comments and analysis in respect of the research:
Report from Supervisor or Head of Department at the institution, if applicable:

Staff Signature : _____

Date : _____

PART C: To be filled by the Head of Department.

Remarks:

Signature:

Date:

Name:

Stamp: