**Faculty/Staff Leave of Absence Notification Form**

**Instructions**: This form must be completed by faculty/staff members notifying Peace Multicultural University of a leave of absence. Please complete all sections of the form and submit it via email to [admin@pm-univ.org](mailto:admin@pm-univ.org).

**SECTION 1: FACULTY/STAFF INFORMATION**

Name: Click or tap here to enter text.

Email: Click or tap here to enter text.

Phone: Click or tap here to enter text.

**SECTION 2: LENGTH OF LEAVE**

Leave Start Date: Click or tap to enter a date.

Leave End Date: Click or tap to enter a date.

**SECTION 3: IMPACT ON DUTIES**

Please provide details on how your leave will affect your responsibilities.

Click or tap here to enter text.

**SECTION 4: FACULTY/STAFF MEMBER ACKNOWLEDGMENT**

I certify that the information provided in this form is accurate to the best of my knowledge.

Name: Click or tap here to enter text.

Date: Click or tap to enter a date.