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# Academic-Year Sabbatical or Leave with Pay Contract

Follow these steps for setting up standard academic-year sabbatical or leave with pay.

Salary calculations must be done to determine correct contract salary amounts. Sabbaticals and other Leaves With Pay (LWP) are not part of the faculty salary upload process.

Note: The screen shots used in this guide may not be representative of your access.

**Files:**

 [AY-Sabbatical-or-LWP-Contract.pdf](#)<sup>[1]</sup>

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**Source URL:** <http://www.cu.edu/employee-services/policies/academic-year-sabbatical-or-leave-pay-contract>

**Links:**

[1] [http://www.cu.edu/sites/default/files/policies/docs/AY-Sabbatical-or-LWP-Contract\\_0.pdf](http://www.cu.edu/sites/default/files/policies/docs/AY-Sabbatical-or-LWP-Contract_0.pdf)