Sabbatical Leaves
Sabbatical leaves are granted for the purpose of study, research, writing, or other activities that will contribute significantly to the on-going professional growth and competency of the faculty member. A faculty member is eligible to apply to the school faculty personnel committee for a sabbatical leave to be effective after six years of full-time service as a member of the faculty here. The school committee transmits its recommendation for approval or disapproval to the school dean for final decision. The timing of the leave must be compatible with needs of both the applicant and the department.

Seventh Semester
This grant of leave is designed to encourage the mutual integration of the faculty member's faith and academic discipline. It is intended to support sustained contributions by Biola University faculty to contemporary scholarly and intellectual debates that engage Christian perspectives and worldview or to applied research, the results of which enhance the equipping of Christian leaders for service.

The Seventh Semester Leave program is distinguished from the existing sabbatical program in three ways: (1) a faculty member will be eligible for this program after six semesters rather than after six years; (2) the publication which will result from this program will be integrative in nature and will contribute to contemporary intellectual/scholarly debates or issues of applied ministry that concern the evangelical community; (3) qualification for the grant requires a clear record of prior research and publication and a substantial plan of research which can realistically be completed during the grant period.

Applications for the Seventh Semester Leave should be submitted for peer review to the dean of the school within which the faculty member is employed.

Terms and Conditions
Remuneration for both sabbatical and seventh semester leaves is full salary for 1 semester, ½ salary for one year, or ½-time leave for a full year at full salary. The applicant agrees to return to the faculty for a period of at least 2 years after the expiration of the leave or to refund the money paid during the leave. A faculty member may apply for a seventh semester leave, and if granted, then six semesters after return apply for a sabbatical leave or an additional seventh semester leave. Approval of the requested leave will depend on both budget availability and personnel resources management issues in the department and school. The sabbatical and seventh semester leave cannot be stacked. One can apply for one or the other, but not both at the same time.

The dean informs the Provost of the leave approval and forwards the leave contract to the Provost’s Office. At the conclusion of the seventh semester or the sabbatical leave, a comprehensive report of accomplishment is to be made in writing to the dean with a copy made available to the school personnel committee and the Provost. Both grants are awarded on the basis of the quality of the faculty member's proposal and performance. Neither is an "entitlement" for time of service, however, there is an expectation that a faculty member will be granted sabbatical leave within some reasonable number of years subsequent to becoming eligible. Final approval is granted by the dean and funded from school budgets.