

Professional Development Leave 2025-2026 Application Cycle



**September
16, 2024**

Call for Professional Development Leave Applications is released. Interested applicants may complete and submit their application as soon as they are ready.



**October
25, 2024**

Deadline for applicants to submit their Professional Development Leave Application to their Manager/ Supervisor/Chair.

- Note: You do not need to wait for the deadline and are encouraged to submit your application well in advance



**November
8, 2024**

Deadline for Managers/Supervisors/Chairs to forward applications to their Director/Dean.

- Note: You are encouraged to copy applicants on the email submission so they are aware it has been sent



**November
22, 2024**

Deadline for Directors/Deans to forward applications to their SMT Member.

- Note: You are encouraged to copy applicants on the email submission so they are aware it has been sent



**December
6, 2024**

Deadline for SMT Members to forward applications to Jessica Waite at pd@flemingcollege.ca for SMT consideration.

- Note: You are encouraged to copy applicants on the email submission so they are aware it has been sent



**January
31, 2025**

Deadline for SMT Members to notify applicants of their Professional Development Leave Application outcome.