**Faculty member**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Department:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**School**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Currently due for mandatory tenure consideration in AY** \_\_\_\_\_\_\_\_\_\_\_\_

**Has the pre-tenure period been extended previously?** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date of birth or adoption of child for whom the faculty member is a primary care-giver**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*\***Faculty Handbook,** **Chapter 3: Policies and Procedures for the Members of the**

 **Faculty, Part One, Article One (I)**

 **G. Pre-tenure Period**

 4. Upon written notification by the care-giving parent or parents **within one year after**

 **each live birth or after each adoption**, an extension of one year of the pre-tenure

 period shall be granted by the provost.

Attachment:

□ Faculty member’s request

**Note: An extension resets the year of mandatory tenure consideration, and the extension, once granted, may not be rescinded.**

**For provost’s office use**:

Extension acknowledged by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 Vice Provost Date

Tenure consideration will be mandatory in AY \_\_\_\_\_\_\_\_

Third year and/or sixth year review due in AY \_\_\_\_\_\_\_\_

**Copy to**: Dean

 Department chair

 Faculty member

 Faculty record