

# Tenure Extension Request Form

To: Dean:

Chair:

From:

Date:

**Subject:** Request for a one (1) year extension of tenure probationary period

**Purpose:** To request an extension of my tenure probationary period in accordance with the Tenure Policy within the University Faculty and Staff Handbook.

**Background:** Section II.B.3.i of TCU's Tenure Policy states the following:

*"In the case of an extraordinary experience or event beyond the individual's control that affects a nontenured faculty member's performance, which may or may not include a leave covered by the Family Medical Leave Act, the faculty member may request an extension of the probationary period. Additionally, a female faculty member may request an extension of the probationary period in the case of uncomplicated pregnancy and subsequent childbirth. Such a request should be timely, but no later than one year after the event of consequence, the date of delivery, and in no case after the tenure materials have been submitted."*

Please provide additional information in support of your request for a One (1) Year Extension of My Tenure Probationary Period.

Previous Tenure Clock Extension reason and year (if applicable):

Dean recommendation, justification and support (please provide 2-4 sentences explaining your decision).

Approved by Dean: \_\_\_\_\_

Date: \_\_\_\_\_