

Faculty Name: \_\_\_

## **Opt Out Request Form**

Rank:
School/Conservatory:
Tenure-track faculty hired up until 6/30/2021, those who have not yet attained continuing appointment status, as well as those who are not currently under review, shall have an automatic one-year extension of the time (total of 8 years) to continuing appointment without change in title full-time equivalent or other employment status.
Faculty who have not yet attained continuing appointment status may OPT OUT of the automatic one-year extension referenced above and still be considered for continuing appointment based on their original schedule by submitting this request form to their Department Chair/Director. The form will then be forwarded to the Provost. Prior to the commencement of your review process, Academic Affairs must receive notification of your intent by March 15.
By signing below, I am choosing to opt-out of the continuing appointment extension deadline and I understand that means I will continue in the standard (pre-pandemic) trajectory toward promotio and 7-year continuing appointment. I further understand that I will not be able to opt in moving forward.
Note – if you have already opted out you do not need to submit this form again.
Faculty Signature and Date
Director
Provost and VP Academic Affairs
Sent to Human Resources