**Request for Suspension of Tenure Probationary Period**

Request for a one-year suspension of probationary time period as outlined in Section II B 2, Paragraph 5 of the WU Policy on Academic Freedom, Responsibility and Tenure.

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

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Reason for Request: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Period of Suspension: Start Date: July 1,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 End Date: June 30, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**NOTE: Suspension period must start and end with the academic year.**

Requesting Faculty Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_

Step 1: Department Chair Approval (Signature and Date)

Step 2: Submit to Office of Faculty Affairs (Campus Box 8091)

Step 3: Associate Dean for Faculty Affairs (ADFA) and Dean to review

Step 4: If approved, ADFA and Dean to sign and return copies (as noted below)

Step 5: If not approved, ADFA will provide written explanation to requesting faculty member and Department Chair

Approval Signatures:

Department Chair: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

Cc: Requesting Faculty Member

 Department Chair

 MaryAnn Lockett , Human Resources