**SAMPLE Academic Review Schedule**

**CE/Tenure - Physician Scientist/Research track - Assistant rank**

**10-year probationary period**

**Name:** Jane Doe, MD\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Track**:\_\_\_\_\_\_\_\_\_\_

**Official Title:** Assistant Professor of Radiation Oncology at HUP **Start date**: 7/1/21

On the Tenure, CE, Research track, faculty have a mandatory review for promotion to Associate Professor. The time between initial appointment and when faculty are reviewed for promotion is the probationary period. Tenure - Physician Scientists, Clinician Educators and Research Track faculty have a 10-year probationary period and two reappointment reviews. Certain life events qualify for an Extension to the probationary period. Refer to Policy II.E.3 in the Faculty Handbook for details.

**Academic Review Schedule**

You will partner with your department Faculty Coordinator to review, draft & compile the required documents for each of your academic reviews. You must maintain your CV, grants and teaching records.

* **Your initial appointment term ends:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
* **Your Probationary Period begins:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
* **Your mandatory review year\* is:**\_\_\_2029-30\_\_\_.
* You will **have \_2\_ reappointment reviews** prior to promotion.

Approved reappointments are effective every three years.

***\*****In the event of an approved Extension to the probationary period, reappointments and mandatory review years will be adjusted****. If NO extensions, your review schedule will be:***

|  |  |  |
| --- | --- | --- |
|  | Effective Date | Department Review |
| First reappointment | 7/1/2024 \*\* | Fall 2023 |
| Second reappointment | 7/1/2027 \*\* | Fall 2026 |
| Promotion | 7/1/2030 \*\* | Fall 2028 (dossier completed through 2029) |

***\*\**** *All reappointments and promotions are* *subject to approval by your Department Chair, Department COAP, PSOM COAP, Dean, and the University Provost.*

RESEARCH TRACK faculty will continue to be reviewed for reappointment every five years following promotion.