



PURDUE UNIVERSITY NORTHWEST

The procedures governing tenure clock extensions are detailed in the document Faculty Promotion and Tenure Procedures, section V: [Policies and Procedures - Procedures for Granting Academic Tenure and Promotion - Office of the Provost](#). The form below can be used to apply for an extension. In the case of an extension for childbirth or adoption, the completed form should be sent directly to the Provost for approval at vcaa@pnw.edu. Clock extensions requested for other reasons should be approved by the department/school chair and Dean before being sent to the Provost for approval.

Request for Tenure-Clock Extension

Name: _____

Department: _____

College/School: _____

Campus Address: _____

Email: _____

Tenure-clock start date/current penultimate year: _____

Duration of request (e.g., 1 year): _____

“New” penultimate year requested: _____

Rationale for request: _____

(If request is for childbirth or adoption, send this form directly to the Provost office at vcaa@pnw.edu).

I understand the conditions associated with the granting of my request for an extension of the tenure clock and accept the extension as an arrangement which does not render an automatic granting of tenure. I also understand that I will not have a claim on tenure if no action is taken on my promotion/tenure status by the newly established penultimate year.

Signature Date

Approvals (if necessary):

Department Chair Date Dean Date

Chair/Dean comments (optional): _____

Approved:

Provost/VCAA Date

Notification of approval will be sent to the requester.

Updated: 10/8/2025