

**ILLINOIS STATE UNIVERSITY
Tenure Year Designation**

PERS 919 10/11

Name _____ Dept/School _____

Please mark A or B below to indicate a designation of tenure year at time of hire or to request additional years in probationary period.

See Appointment Salary Promotion and Tenure Policies (ASPT Policy Booklet, effective January 2009, page 28) or <http://www.provost.ilstu.edu/downloads/aspt/ASPTmaster2009.pdf> for further details on Tenure Policies:

A. Initial Tenure Year Designation -- Made at time of hire; this period should reflect full time equivalent tenure/tenure-track experience, if applicable, from other institutions of higher learning.

Possible tenure year dates for FY12 hiring:

Check One	Experience	Tenure materials due	First year with Tenure
<input type="checkbox"/>	No experience	November 1, 2017	2018-2019 (FY19)
<input type="checkbox"/>	1 year credit	November 1, 2016	2017-2018 (FY18)
<input type="checkbox"/>	2 years credit	November 1, 2015	2016-2017 (FY17)
<input type="checkbox"/>	3 years credit	November 1, 2014	2015- 2016 (FY16)

Previous **full-time** tenure or tenure-track experience being credited (Maximum 3 years):

Institution	Dates of employment	Rank

B. Request Additional Years in Probationary Period -- Applies only in cases where an agreement was made at hire to allow experience from another institution. A faculty member whose initial probationary period (determined at hire) has been reduced by years of experience from other institutions may request that any/all of those years be added back to the reduced probationary period. This request must be made to the Department Chairperson/School Director prior to November 1 of the tenure year materials are due.

Requested Tenure Year _____ - _____

This request for additional years in probationary period must be accompanied by a letter from the Department Chairperson/School Director stating support of this request.

Faculty Member Signature

Date

Department Chairperson/School Director Signature

Date

College Dean Signature

Date

Provost Signature (if selected B)

Date

Send original form and hiring paperwork to 1300, Human Resources, 101 NSB