

**REQUEST TO EXTEND TENURE PROBATIONARY PERIOD DUE TO
FEDERAL POLICY AND FUNDING CHANGES**

CRITERIA

- Faculty member is scheduled for a tenure review within academic year 2026-27 or 2027-28.
- Research has been disrupted due to a federal directive or cancellation enacted since January 20, 2025, including a stop work order, termination of a research grant, prohibition of a specific line of research, funding that has been frozen for an approved grant, or a travel ban to the site of intended research.
- The faculty member is not receiving other sources of funding by Northwestern University or another entity that is intended to support the research fully as a result of federal directive or cancellation since January 20, 2025.
- Demonstration that the federal interruption has had a significant effect on progress towards tenure that is beyond commonly encountered delays.
- All other conditions for review and approval of an extension request should conform to the norms within the relevant school, such as:
 - Demonstrable and specific delays in imminent award of extramural funds in cases where active extramural funding is expected for tenure review consideration.
 - Lack of access to archive, research site, or other resource critical to the faculty member's research plan.

LIMITATIONS

- One clock extension is allowable for faculty members who meet the qualifying criteria. This extension is in addition to the maximum two extensions available to faculty members for childbirth, adoption, etc.
- As is the case for all granted clock extensions, if an extension is approved it cannot be revoked or relinquished at a later date. Any faculty member who wishes to be reviewed for tenure prior to the final year of their probationary period, inclusive of any clock extensions, must follow the established procedures in their school for requesting an early tenure review from their Dean.

1. CANDIDATE INFORMATION

Faculty Name:	
Title:	
School:	
Department:	
Scheduled Year of Tenure Review:	

2. DESCRIPTION OF RESEARCH DISRUPTION AND IMPACT

Nature of Disruption:

*In your own words, please describe the specifics of how your current research is not currently possible due to a federal action enacted since January 20, 2025
(limit 500 words):*

(continues on next page)

Describe any actions you have or will be taking to enable your research to continue (limit 1000 words):

3. APPLICANT ATTESTATION

By signing below, I certify the following:

- I am not currently receiving other sources of funding from Northwestern University or another entity that is intended to support the research fully as a result of federal directive or cancellation since January 20, 2025.
- I understand that should this request be granted, I will not enjoy an entitlement or stronger claim to tenure by virtue of continued membership on the faculty beyond the customary period.

Signature of candidate:

Date:

4. DEPARTMENT CHAIR'S ENDORSEMENT

I approve the candidate's request to extend the tenure probationary period for the reasons described above.

Signature of chair:

Date:

Additional comments (optional):

5. DEAN'S ENDORSEMENT

I approve the candidate's request to extend the tenure probationary period for the reasons described above.

Signature of dean:

Date:

Additional comments (optional):

Once this form is completed and signed by all parties, a school's faculty affairs team should submit it to the Office of the Provost for review through the Office of the Provost's [faculty affairs transaction request form](#). Questions should be addressed to facultyrecords@northwestern.edu.