

Electronic Promotion and Tenure Dossier Withdrawal Form

As outlined in the UCF Regulations and the [UCF-UFF Collective Bargaining Agreement](#), candidates for promotion and/or tenure may withdraw their application at any time prior to the Provost's final action. Employees who want to withdraw their promotion and/or tenure dossier from the electronic review process must submit this form, signed and dated, to Faculty Excellence, Millican Hall, Suite 331.

I request my electronic promotion and tenure dossier be removed from the review process.

First and Last Name

College/Unit

Department/Unit

Signature

Date

The following section to be completed by Faculty Excellence:

Date dossier removed from review process: _____

Notification of the significance of withdrawal from the tenure process:

Tenure is typically sought during the sixth year of continuous service (in the eighth year in the College of Medicine). Any faculty member seeking tenure in the final year of consideration shall either be awarded tenure by the Board of Trustees or given notice that further employment will not be offered. Although anyone being considered for tenure prior to the final year may withdraw from consideration before the Provost issues a final written recommendation without prejudice, the employment agreement for anyone who withdraws in their final year will not be renewed.