

2024-2025 Promotion Timeline		
	Fall Timeline (Due Date)	Spring Timeline (Due Date)
Memo outlining P&T process	April 1, 2024	October 1, 2024
(Letter of Intent Due)	May 1, 2024	N/A
Chair Secures External Reviewer Commitments	May 2024	January 1, 2025
Chair Final Review	June 15, 2024	February 15, 2025
Final Dossier due following review by Chair	June 30, 2024	February 28, 2025
Dossier distributed to External Reviewers	July 1, 2024	March 1, 2025
External Review Letters	July 31, 2024	March 31, 2025
Dossier distributed to Internal Reviewers	August 1, 2024	April 1, 2025
Internal Review Letters	August 31, 2024	April 30, 2025
Letter from Department Chair Completed	September 30, 2024	May 31, 2025
College APT Committee Review Dossiers	October 2024	June 2025
College APT Committee Meetings	October 2024	June 2025
Committee Letter(s) due to OFA	November 1, 2024	July 1, 2025
Review Letter from Dean Completed	December 15, 2024	July 30, 2025
Dossiers to Office of the Provost for Area Committee Review	December 20, 2024	August 1, 2025