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I hereby request a one-year extension of my probationary period and postponement of my periodic or performance review scheduled for the 2024-2025 academic year due to the impact of COVID-19. I am aware and acknowledge that the following conditions will apply to an extension of my probationary period due to COVID-19 impact:

1. This request will extend my normal probationary period one (1) year beyond the normal probationary period of six (6) years and this extension is irrevocable.
2. Only one extension of my probationary period due to COVID-19 will be granted.
3. I will be responsible for submitting a C-19 Professional Development Plan in academic year 2024-25 by December 20, 2024.
4. My standard schedule of review will resume in academic year 2025-26.
5. A request for tenure and/or promotion during my original final probationary year, or earlier, will be