



**Request for COVID-19 One Year Clock Extension
For Untenured Investigator Track Faculty Only**

Faculty Member -- Complete This Section, Sign and Get Chair's Signature

Date of Request:

Name:

Faculty Rank:

Department:

Life Number:

Email address:

Faculty Member Signature:

Department Chair Signature:

Please email this signed form to apmailbox@mssm.edu.

Dean's Office Use Only:

Date of hire:

Date of appointment to current rank:

Original end date for years at current rank:

Adjusted end date for possible maximum years at current rank:

Appointment, Promotions & Tenure Office Signature:

Faculty Member and Department: You will receive email confirmation from the APT Office when the clock adjustment has been entered into your faculty record.