

Office of the Provost
Drexel University
Mid-point Review Calendar for 2024-2025

July 15, 2024	List of candidates due for Mid-point Reviews in AY 2024-2025 sent to Deans/Directors from Office of the Provost for review and confirmation.
September 23	Department Head meets with candidate to review Mid-point Review process, documents required and deadlines for mid-point review. Departmental Mid-point Review Committee charged by Department Head.
<i>Mid-point Review begins according to the process defined by each academic unit.</i>	
February 3, 2025	Candidate submits dossier to Department Head.
February 24	Mid-point Review completed by Committee and forwarded to Department Head.
March 10	Department Head review completed. Departmental committee and Department Head reports forwarded to candidate.
March 17	Candidate provides written acknowledgement of receipt of the reports of the Departmental committee and Department Head. Candidate forwards any written comments addressing contents of reports to the Department Head. (Candidate's acknowledgement and written comments become part of the official Mid-point Review dossier.)
March 24	Candidate's official dossier forwarded to Dean/Director by Department Head.
April 7	Dean forwards his/her report to Candidate.
April 21	Candidate provides written acknowledgement of receipt of College/School committee's and Dean's reports. Candidate forwards any written comments addressing contents of reports to the Dean. (Candidate's acknowledgement and written comments become part of the official Mid-point Review dossier.)
By April 28	Mid-point Review dossier forwarded electronically to the Office of the Provost for file.
May	Provost meets individually with Deans to discuss mid-point reviews.

Please note: These dates are subject to change.