

Office of the Provost
Drexel University
Mid-point Review Calendar for 2025-2026

- July 14, **2025** 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 22 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.
- Mid-point Review begins according to the process defined by each academic unit.*
- February 2, **2026** Candidate submits dossier to Department Head.
- February 23 Mid-point Review completed by Committee and forwarded to Department Head.
- March 9 Department Head review completed. Departmental committee and Department Head reports forwarded to candidate.
- March 16 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 23 Candidate's official dossier forwarded to Dean/Director by Department Head.
- April 6 Dean forwards his/her report to Candidate.
- April 20 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 27 Mid-point Review dossier including the Mid-Term Review Report forwarded electronically to the Office of the Provost for file. Schools and Colleges submit draft re-appointment letters to Provost Office for review and approval.
- By May 15 Reappointment Letters are issued to Candidates by Schools and Colleges.

Please note: These dates are subject to change.

May

Provost meets individually with Deans to discuss mid-point reviews.
This is an informational meeting with no formal report made to the
Candidate or the School/College

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