



NOTIFICATION OF ELIGIBILITY FOR EXTENSION OF THE EIGHT-YEAR PROBATIONARY PERIOD DUE TO CHILDBIRTH OR ADOPTION (TIME-OFF-THE-CLOCK)

The purpose of this form is to keep a record of eligibility for Extension of the Eight-Year Probationary Period due to childbirth, adoption, childbearing leave, parental leave or childcare responsibilities.

Name _____ **Department** _____
(Last, First, Middle Initial)

Date of Initial Appointment _____ **Email** _____

APM 133-17 provides for stopping the tenure clock (Extension of the Eight-Year Probationary Period) for faculty members who are responsible for 50 percent or more of the care of a newborn child or a child under age five newly placed for adoption or foster care. The child may be the appointee’s child or that of the appointee’s spouse or domestic partner. The clock may be stopped for up to one year for each event of birth or placement provided that **all the time off the clock totals no more than two years during the probationary period.**

Child’s date of birth or adoption: _____

Dates of childbearing or parental leave, if taken: _____

- I hereby certify that the above statements are true and I am responsible for childcare of 50 percent or more time.
- I am providing notice that I intend to “stop the clock” and extend my eight-year probationary period. (APO will notify your Departmental Chair about this extension). **NOTE:** Notification must be provided before July 1 of the academic year in which your promotion review takes place.
- I do not wish to “stop the clock,” at this time, but may decide at a later date and understand that this must be within two years of the birth or adoption of the child (See APM 760-30). **NOTE:** Notification must be provided before July 1 of the academic year in which your promotion review takes place.

Signature

Date

For more information about Extension of the Eight-Year Probationary Period due to childbirth or adoption, please see APM 133-17-g and -h at http://www.ucop.edu/academic-personnel/_files/apm/apm-133.pdf. For more information about Family Accommodations for Childbearing and Childrearing see APM 760 at http://www.ucop.edu/academic-personnel/_files/apm/apm-760.pdf.

**Please forward this form to Academic Personnel Office
3109 Murphy Hall, 140701**