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| **Employee Name:**  | **Title:**  |
| Department:       | Date:       |
| Cycle Period: [ ]  March [ ]  December [ ]  May  |

A renewable contract is a contract for a stated period of time that is subject to the contract renewal process as stated in the University of Wisconsin Oshkosh Faculty and Academic Staff Handbook. To be eligible for a two or three year continuing contract, one must be in their fifth year of service at UW Oshkosh. Those with two or more years of prior experience at another university become eligible in their third year of service at UW Oshkosh.

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| Supervisor’s Recommendation |
| Please indicate if this employee is recommend for renewal: [ ]  Recommend for renewal and recommended **contract length**:        [ ]  Not recommended for renewal |

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| Signatures: Obtain all signatures before routing to Human Resources |
| By signing this form, the employee agrees that they have reviewed and discussed it with the immediate supervisor.  |
| Employee  | Date |
| Supervisor | Date |
| Director; Dean; Asst./Assc. Vice Chancellor | Date |
| Vice Chancellor | Date |
| **-- For Human Resources Use Only--** |
| Non-Renewals:Chancellor | Date |