



FY/AY 2023 Contract Nonrenewal Deadlines

	Academic Professional (Year-to-Year)	Administrative	Faculty (Non-tenure Eligible)	Postdoctoral Scholar	Service Professional
Conditions of Service	UHAP Chapter 4B	UHAP Chapter 5	UHAP Chapter 3	UHAP Chapter 12	UHAP Chapter 4C
Notification Requirement	At least 90 days notice of nonrenewal prior to the end of the contract period	At least 90 days notice of nonrenewal prior to the end of the contract period	At least 90 days notice of nonrenewal prior to the renewal date	At least 60 days notice of nonrenewal prior to the end of the contract period	At least 90 days notice of nonrenewal prior to the end of the contract period
Nonrenewal Deadline Academic Year Appointments	Monday Feb. 20, 2023	Monday Feb. 20, 2023	Tuesday May 16, 2023	Wednesday March 22, 2023	Monday Feb. 20, 2023
Nonrenewal Deadline Fiscal Year Appointments	Friday March 31, 2023	Friday March 31, 2023	Friday March 31, 2023	Monday May 1, 2023	Friday March 31, 2023

Note: The University is not required to provide notices of nonrenewal for employees with “Adjunct,” “Visiting” and/or appointments the University has indicated are not intended to extend beyond six months.

Review [Frequently Asked Questions](#) for additional information.

Contact your [Senior Human Resources Partner](#) for the appropriate notice obligations and notification templates.