

## Schedule for Non-Renewal Notice

*As prescribed by the Academic Charter*

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<i>Full-time Non-Tenure Track Fixed Term</i>	<i>Probationary Faculty</i>	<i>Written Notice of non-renewal from Contracting Officer shall be given:</i>
Whose appointments begin at the start of the academic year	Whose appointments begin at the start of the academic year	a) before March 1 preceding the close of the first academic year of service at BGSU except for contracts having a two- or three-year term;  b) before December 1 preceding the close of the second academic year of service except for contracts having a three-year term;  c) at least twelve months in advance of the close of the academic year after two or more years of service at BGSU.
Whose appointments begin during the academic year or mid-year	Whose appointments begin during the academic year or mid-year	a) at least three months prior to the end of the first year of employment except for contracts having a two- or three-year term;  b) at least six months prior to the second anniversary of employment except for contracts having a three-year term;  c) at least twelve months prior to the anniversary date of the original appointment for those employed two or more years at BGSU.

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**Note:**  
*Close of the academic year means in advance of May commencement*