**APO Deadlines for Deans**  
**Cases with July 1, 2020 effective date**

"Candidates’ deadline for submission of materials is September 15*, unless the department has set an earlier deadline.  
*For Assistant Professors with spring deadlines, candidates’ deadline for submission of materials is December 1*, unless the department has set an earlier deadline."

<table>
<thead>
<tr>
<th>Current title, step</th>
<th>November 15*</th>
<th>December 15*</th>
<th>February 1*</th>
<th>March 1*</th>
<th>April 1*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assistant Professor</td>
<td>All cases except those with spring deadlines</td>
<td></td>
<td></td>
<td>Mid-career and final appraisals with spring deadlines</td>
<td></td>
</tr>
</tbody>
</table>
| Acting Professor (Law)  
Acting Associate Professor  
Assistant Researcher | | | | | |
| Associate Professor  
Associate Researcher | All cases except endowed chairs | | | | |
| Professor (Step VIII and below)  
Researcher (Step VIII and below) | | All cases except endowed chairs | | | |
| Lecturers  
Lecturers w/ SOE  
Other Unit 18 Titles | | | All non-delegated cases | | |
| Affiliated Librarians | | Promotions  
Career Status Reviews | | Merits  
Special Reviews  
March 5 | |
| Professor Step VIII.5 and above  
Researcher Step VIII.5 and above | | | All cases except endowed chairs | | |
| All other titles  
(such as Adjuncts, PIRs, etc.) | | | | All non-delegated cases | |
| Endowed chair actions | | | | All cases | |

*When this date falls on a weekend or campus holiday, the campus deadline will be the next working day after the date indicated. Deans are warmly encouraged to submit cases before the stated deadline.

Cases for regularization may be submitted at any time. For tenure-track appointments, the intercampus deadline is April 1 and the AAU deadline is April 30. Deans’ offices should alert APO if Berkeley may need to seek a deadline waiver.  
[Guidelines]  
[Directive-Timely Review]