

Office of the Provost  
Drexel University  
Mid-point Review Calendar for 2007-08

- July 31, 2007 List of candidates due for Mid-point Reviews in AY 07-08 sent from Office of the Provost for review and confirmation by Deans/Directors.
- By October 1 Department Head meets with candidate to review Mid-point Review process, documents required and deadlines for mid-point review.
- Departmental Mid-point Review Committee charged by Department Head.
- January 7, 2008 Candidate submits dossier to Department Head;
- Mid-point Review begins according to the process defined by each academic unit.
- March 3 Mid-point Review completed by Committee and forwarded to Department Head.
- March 17 Department Head review completed. Departmental committee and Department Head reports forwarded to candidate.
- March 24 Candidate provides written acknowledgement of receipt of the reports of the Departmental committee and Department Head. Candidate forwards any written comments addressing contents of reports to the Department Head. Candidate's acknowledgement and written comments become part of the official Mid-point Review dossier.
- March 28 Candidate's official dossier forwarded to Dean/Director.
- April 7 Dean forwards his/her report to Candidate.
- April 14 Candidate provides written acknowledgement of receipt of College/School committee's and Dean's reports. Candidate forwards any written comments addressing contents of reports to the Dean. Candidate's acknowledgement and written comments become part of the official Mid-point Review dossier.
- April 21 Copies of Mid-point Review dossier forwarded to the Office of the Provost for file.