

## Deadlines for Temporary Teaching Appointment Files School of Arts & Humanities

Temporary Teaching Files for:	Due to Dean's office:
<b>Continuing Lect Merit/Promotion/Initial Appts (7/1/25)</b>	<b>March 14, 2025</b>
<b>24/25 Teaching Effectiveness reviews</b>	<b>March 14, 2025</b>
<b>Academic Coordinator Appts and Reappts (7/1/25)</b>	<b>March 14, 2025</b>
<b>Lecturer Pre-Six 1<sup>st</sup> year Assessments</b>	<b>April 4, 2025</b>
<b>Academic Year Lecturer appts/reappts (7/1/25)</b>	<b>May 2, 2025</b>
<b>Fall Quarter 2025 (10/1/25)</b>	<b>July 14, 2025</b>
<b>Cont Lect appt 11/1/25</b>	<b>October 6, 2025</b>
<b>Winter Quarter 2026 (1/1/26)</b>	<b>October 17, 2025</b>
<b>Cont Lect appt 3/1/26</b>	<b>January 21, 2026</b>
<b>Spring Quarter 2026 (4/1/26)</b>	<b>January 21, 2026</b>

<https://artsandhumanities.ucsd.edu/resources/faculty-resources.html#AP-Deadlines>

These dates also apply to **Recall** requests.

Reminder: most appointments must go through an **open recruitment** or have an **OARS waiver**

Associate-In files are processed via the online ASES system and have their own deadlines. Contact Grad Division with questions.

### Leave Deadlines

EVC authority leaves are due two months before pay period start date.

Dean authority leaves are due one month before pay period start date.

Fall (7/1 start date): EVC authority leaves due 5/1; DA leaves due 6/1

Winter (11/1 start date): EVC authority leaves due 9/1; DA leaves due 10/1

Spring (3/1 start date): EVC authority leaves due 1/1; DA leaves due 2/1