

## **REQUEST PROCESS FOR SIXTH-YEAR EXTENSION OF POSTDOCTORAL APPOINTMENT FOR POSTDOCS IMPACTED BY COVID-19**

Requests for a sixth-year appointment must, in some way, be directly related to the University's COVID-19 directives or to impacts to the postdoc's personal or family health. Examples include:

- Lab was closed and/or research significantly interrupted due to the University's closure directives
- Animal resources unavailable due to closure and directive to curtail research
- Human subjects research was interrupted/slowed significantly
- Supplies unavailable
- Training plan significantly impacted
- Postdoc or close family member was diagnosed with COVID-19

### **CRITERIA:**

- PI/Mentor must address how the postdoc training was negatively impacted by COVID-19
- Mentor must document adequate funding to support the full, sixth-year appointment. The mentor must commit to salary support for year 6 must meet the minimum of a postdoc with 5 years of experience for FY20- ([grad.uiowa.edu/postdocs/salaries](http://grad.uiowa.edu/postdocs/salaries)).
- Only postdocs who are **currently** in their fifth year of postdoctoral training are eligible for this extension.
- The request must be submitted to the designated office **as early as possible** to accommodate individual circumstances such as immigration, housing and other arrangements.

To apply for a sixth-year appointment, the following must be completed and submitted via email to Associate Dean Shelly Campo ([shelly-campo@uiowa.edu](mailto:shelly-campo@uiowa.edu)) in the Graduate College **before the current appointment expires**. Please note that the approval process must be complete *before* the extension request is made in workflow.

### **REQUIRED FROM THE PI/MENTOR PI/Mentor**

- Mentor must provide a letter explaining the specific circumstances which necessitate a sixth-year appointment including information regarding the financial ability to support a full-year appointment at the current, appropriate stipend level.
- The mentor must outline the training plan for the extension period

Requests for a sixth-year appointment will be reviewed after all required conditions have been met.