

Service Time

Rank	Minimum Requirements at time of appointment or application for promotion:
Demonstrator	n/a
Instructor (non-Clinical) or Lecturer	n/a
Assistant Professor	2 years actively at rank at previous position (i.e., instructor or lecturer)
Associate Professor	3 years actively at rank in previous position (i.e., Assistant Professor)
Professor	5 years actively at rank in previous position (i.e., Associate Professor)

The service time must be active time spent in rank, i.e., where the faculty member is actively participating in the activities as per their designated track. An extended period (≥ 6 weeks) where the faculty member is unable to contribute to teaching or educational activities, that cannot reasonably be made up for by involvement during the faculty member's normal vacation time, e.g., sick, maternity or unpaid leave, does not contribute to the minimum service time requirement and is not counted when calculating the minimum service time requirement. The experience standard periods specified are for actual time spent contributing to teaching and educational activities. Any inactive periods will result in the need for an extension to the faculty member's timeline with regards to their eligibility for promotion, e.g., applying in the next promotion round or whenever they have met the service time requirement.