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| ucd_brandmark_colour_small  **Extension of Term of Head of Subject Form** | |
| *Please note initial term for Heads of Subjects upon approval is 3 years with the option to extend for a further 2 years. Please consult the relevant Emergence and Review of Subjects Procedure or Appointment of Head of Subject Procedure prior to submitting this form.*  *Please note that where the Head of School will act as Head for one or more subjects, the respective appointments are coterminous.*  *New Head of Subject appointments are approved by AC/ACEC. Extensions of Head of Subject terms (for the specified 2-year period) are noted by AC/ACEC.* | |
| **Subject:** |  |
| **Head of Subject:** |  |
| **Date Term Commenced as Head of Subject:** |  |
| **Proposed Dates of Extension:** | *\*Start and end dates are required to complete the procedure.*  Start Date: DD/MM/YYYY  End Date: DD/MM/YYYY |
| **Biographical Notes:** |  |
| *By signing below, you are confirming that the appropriate procedure as outlined in the Emergence and Review of Subjects or Appointment of Head of Subject Procedure Documentation has been followed.* | |
| **School:** |  |
| **Head of School Signature:** |  |
| **College Principal Signature:** |  |

This form should be submitted to the University Secretariat: [univsec@ucd.e](mailto:univsec@ucd.e)