

SCHOOL OF ARTS AND SCIENCES
Faculty Personnel Action Sheet

PROPOSAL FOR APPOINTMENT TO RESEARCH ASSISTANT PROFESSOR

Name _____

Highest Degree _____ Date _____

Degree Institution _____

Effective _____ for a period of _____ years

Department _____

DOSSIER (21 copies) Please paginate dossier and list page numbers before duplicating it.

_____ Letter from Department Chair (including exact faculty vote)

_____ Curriculum Vitae of Candidate
(indicate refereed articles and number of pages for each publication)
(include grant support information when appropriate)

_____ Distribution of Current Faculty (SAS Form 99-16)

_____ Intramural Letters of Reference (at least 3 or report
of department search committee)

_____ External Letters of Reference - at least 2 including
_____ Letter of academic promise from dissertation supervisor

_____ Equal Opportunity Compliance Statement
(original plus 1 copy - SAS Form 99-3)

_____ Certification of English Fluency in the Classroom (SAS Form 99-6)

CHAIR'S SIGNATURE _____

DATE _____

