

Print, Sign, and Include in Your Application Packet

APPLICATION FORM

Date: _____

Name: _____ E-mail: _____ Contact No: _____

School/College: _____ Unit: _____

Dean/Director: _____ Dean's E-mail: _____

Current Rank and Discipline: _____

Date of tenure track employment at the University: _____

Date of last promotion at UOG: _____

(If you are uncertain, verification may be obtained from the Human Resources Office)

Have you earned tenure? YES (Date of Tenure: _____) NO

What is the effective date of your reappointment (continuing employment)? _____

Action desired (choose one only): Promotion to: _____
 Tenure

Major Roles: Check at least 3 appropriate ones (please consult CFES, pp. 3, 9-11); indicate appropriate percentages (must total 100%). Note: Must have at least 50% in major role for either promotion or tenure.

Note: Complete one (1) form for EACH application if applying for Both Tenure and Promotion.

FOR PROMOTION

_____% Instruction
 _____% Creative/Scholarly Activity or Research
 (minimum 5%)
 _____% Extension and Community Activities
 _____% University and Community Service
 (minimum 5%)
 _____% Library Academic Research Support
 _____% Counseling Center Academic Support

100 % TOTAL

FOR TENURE

_____% Instruction
 _____% Creative/Scholarly Activity or Research
 (minimum 25%)
 _____% Extension and Community Activities
 _____% University and Community Service
 (minimum 15%)
 _____% Library Academic Research Support
 _____% Counseling Center Academic Support

100 % TOTAL

I, _____, (Print Name) authorize the members of the UOG Promotion and Tenure Committee to access my Promotion and Tenure Package and the Personnel Files for the purpose of review of my P&T application package.

Date: _____

REFERENCE LETTER LIST

(Email a Word copy of this page to P&T Chair after submitting packet to HRO)

Applicant Name: _____ E-mail: _____

- List below no fewer than five (5) people from whom you wish the committee to seek recommendations. (If needed, please duplicate this page for additional Reference listings.)
- Please include at least two (2) current members of your Unit (U), of whom at least one (1) is a current member of your Discipline (D) at UOG. Please designate these individuals with a U or a D next to the name.

1. Name: _____ Phone: _____ E-mail: _____

Mailing Address: _____

2. Name: _____ Phone: _____ E-mail: _____

Mailing Address: _____

3. Name: _____ Phone: _____ E-mail: _____

Mailing Address: _____

4. Name: _____ Phone: _____ E-mail: _____

Mailing Address: _____

5. Name: _____ Phone: _____ E-mail: _____

Mailing Address: _____

6. Name: _____ Phone: _____ E-mail: _____

Mailing Address: _____

7. Name: _____ Phone: _____ E-mail: _____

Mailing Address: _____