



APPLICATION COVER SHEET for PROMOTION and/or TENURE

APPLYING FOR	PROMOTION	TENURE	PROMOTION & TENURE
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FIRST & LAST NAME				
TYPE YOUR NAME & CREDENTIALS AS YOU WISH THEM TO APPEAR IN PRINT				
COLLEGE or DIVISION				
SCHOOL				
ROSTER				
HIGHEST DEGREE EARNED				
AREA of STUDY				
DATE of DEGREE AWARD				
AWARDING INSTITUTION				
BSU EMPLOYMENT START DATE		PROBATIONARY START DATE (IF UNTENURED)		TENURE DATE (IF APPLICABLE)
CURRENT RANK			DATE RANK ASSIGNED	
APPLYING TO THE RANK				
FORMAT OF APPLICATION	LINKED PDF	SHARED DIGITAL FOLDER	D2L SHELL	HARD COPY

DIGITAL APPLICATION PACKETS MUST BE ACCESSIBLE TO THE FOLLOWING PEOPLE:

SUPERVISOR/DEAN & ASSISTANT	PROVOST UELAND & SABRINA WILLE	PRESIDENT HOFFMAN & JENNIFER JOHNSON
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- **DO NOT REVISE ORIGINAL APPLICATION DOCUMENTS ONCE THEY ARE SUBMITTED TO THE SUPERVISOR/DEAN.**
- **SUBMIT ADDITIONAL MATERIALS OR EDITED MATERIALS AS *ADDENDUMS* TO THE ORIGINAL APPLICATION.**
- **LABEL EACH *ADDENDUM* WITH THE APPLICANT NAME & SUBMISSION DATE**

APPLICANTS WILL BE ASKED TO PROVIDE THE FOLLOWING INFORMATION IF IT IS NOT FOUND IN THE APPLICATION:

APPLICATION COVER SHEET	CV/RESUME	NARRATIVE	MOST RECENT PDR	SUPERVISOR/DEAN'S RESPONSE TO PDR
FACULTY REPLY TO SUPERVISOR/DEAN'S PDR RESPONSE (IF ANY)		SUPERVISOR/DEANS'S RESPONSE(S) TO PAST PDP-PDR'S		DEPT / CHAIR RECOMMENDATION(S) + AVAILABLE EVIDENCE OF DEPT TENURE/PROMOTION VOTE OR NOMINATION PROCESS

APPLICANT SIGNATURE	DATE
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APPLICATION & DOCUMENTATION MUST BE RECEIVED BY SUPERVISOR/DEAN NO LATER than JANUARY 31, 2025.

BY SIGNING BELOW, THE SUPERVISOR/DEAN AFFIRMS THE FOLLOWING STATEMENTS:

- A SIGNED COPY OF THE SUPERVISOR/DEAN'S RECOMMENDATION LETTER HAS BEEN FORWARDED TO THE PROVOST'S OFFICE.
- ANY & ALL APPLICANT RESPONSES TO RECOMMENDATIONS FOR THIS APPLICATION HAVE BEEN FORWARDED TO THE PROVOST'S OFFICE.
- THE FACULTY INFORMATION ON THIS APPLICATION IS CORRECT TO THE BEST OF MY KNOWLEDGE.

SUPERVISOR/DEAN SIGNATURE	DATE
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THE FULLY SIGNED COPY OF THIS FORM IS SENT TO THE ACADEMIC AFFAIRS OFFICE BY THE SUPERVISOR'S/DEAN'S OFFICE