

Name: _____ Job Title: _____

Administrative Title (if applicable): _____ Employee ID (if available): _____

College: _____ Dept./Unit Offering Tenure Credit: _____

Anticipated Hire Date: _____ Requesting _____ years of tenure credit.

Type a brief paragraph in the space below that justifies hiring this person with tenure credit.

It is my recommendation that _____ receive _____ years of tenure credit upon hire.

Department/Unit Head Name

Dept/Unit Head Signature

Date

Dean Name

Dean Signature

Date

Approved

Not Approved

Provost/Provost Designee Name

Provost/Provost Designee Signature

Date

Please be sure to include this form with the hiring documentation.