Faculty Excellence | UCF

Name: _____   Employee ID (if available): _____

Job Title: _____ Administrative Title (if applicable): _____

College: _____ Anticipated Hire Date: _____

Dept./Unit Offering Tenure: _____

Was candidate tenured at previous institution?   YES   NO

If yes, name of Institution: _____

If no, does the candidate meet criteria for tenure in the department?   YES   NO

Please attach a copy of the current department criteria.

Unit vote count on tenure (please indicate the number in each category below):

FOR _____   **AGAINST** _____   **ABSTAIN** _____

If applicable, an explanation of split votes must accompany the statement of rationale. Abstentions are strongly discouraged except in cases of conflict of interest.

Please attach a brief justification that outlines the rationale for hiring this candidate with tenure, *along with verification of tenure conferred at another institution*, e.g. tenure conferral letter, screenshot from previous institution confirming conferral of tenure.

This statement should include:

- Name, rank, institution where highest degree was awarded and corresponding discipline;
- A brief history of the candidate's career including, institutions worked, impact of teaching, publications, grants, awards, and service, etc.;
- Is this candidate bringing external funding with them to UCF?
- An explanation of how this candidate will add to faculty and/or administration by joining UCF; and
- Confirmation the department/school and college/unit supports the candidate's hire with tenure.

It is our recommendation that the candidate be awarded tenure upon hire.

_____   _____   _____
Department/Unit Head Name (Printed)   Department/Unit Head Signature   Date

_____   _____   _____
Dean Name (Printed)   Dean Signature   Date

FOR ADMINISTRATION USE ONLY:

Approved   Not Approved

_____   _____   _____
Provost/Provost Designee Name (Printed)   Provost/Provost Designee Signature   Date

Submit completed form via email to acadadm@ucf.edu for pre-review and approval prior to extending unofficial offer to the candidate. Please include this form with the hiring documentation as outlined in the Faculty Hiring Guide.