This page is required for sequential page numbering of the entire appointment/promotion/tenure packet. If any listed item is not pertinent to the application, such as please insert 'not applicable' or 'NA'

CANDIDATE/FACULTY NAME: ________________________________ DEPARTMENT: ________________________________

REQUEST(S): ________________________________________
(e.g., Initial Appt; Promotion; Tenure; or Other [Please Specify])

RECOMMENDED ACADEMIC RANK: ______________________________________

AREA(S) OF STRENGTH (Same as specified on FAF. Must specify at least 1 of the 3 areas if Non-tenure Track; at least 2 areas if Tenure Track):  ☐ TEACHING  ☐ RESEARCH  ☐ SERVICE

Page Numbers

1. Checklist/Contents Page
2. Biographical Data Sheet (all appointments)
3. Faculty Appointment Form (FAF)
4. Faculty Verification of Curriculum Vitae (CV) Content
5. CURRICULUM VITAE (eTalus required)

- GENERAL INFORMATION
  a. Personal Data
  b. Education
  c. Training
  d. Academic Appointments
  e. Non-Academic Appointments
  f. Certification and Licensure
  g. Honors and Awards
  h. Professional Development

- TEACHING
  a. Course-based Teaching
  b. Innovation in Teaching Methods
  c. Other Teaching
    Instruction: Individual; Group
    Supervision/Mentoring

- RESEARCH
  a. Expertise
  b. Current Projects
  c. Publications
  d. Presentations
  e. Research Grants
  f. Mentoring
FACULTY APPOINTMENT, PROMOTION, AND/OR TENURE CHECKLIST/CONTENTS

- SERVICE
  a. Service Activities
     Administrative Responsibilities
     Patient Care
     Service to: Gov. Institution; Profession; Public
  b. Professional Organizations
  c. Grant Reviews
  d. Committees: Standing; Other
  e. Mentoring

5. Letter from the Department Chair and/or Dean

6. Letter from the Departmental/School Promotion, Tenure, and Appointments Committee

7. List of Individuals Submitting Letters of Support and/or Reference
   I. Letters from Outside References
   II. Letters from UTHSCSA Colleagues
   III. Letters from Students/Fellows/Residents

8. Transcript (initial appointment only)
   a. Transcript translation and verification, if original not in English

9. Other Materials (List):
