

**External Reviewer Proposed List**

Faculty Candidate: \_\_\_\_\_ Department \_\_\_\_\_

Rank being sought: \_\_\_\_\_ Are you seeking tenure? YES \_\_\_ NO \_\_\_

External reviewers are only required for tenure track faculty seeking tenure and promotion, tenured faculty seeking promotion to full Professor, or other special appointment faculty seeking promotion who have a research requirement.

The selection of reviewers should include the faculty member, department chair, and other department members, as appropriate. The Department Chair will ultimately approve the external review list; the number of external reviewers is determined by department requirements (see department bylaws). Please note a candidate can secure additional external review letters, which *may* be included in the promotion and tenure materials as permitted, but cannot be used as substitutes for the letters secured and evaluated as part of the external review process.

|   |               |
|---|---------------|
| Name:   | Title & rank: |
| Email:  | Phone number: |
| Institution Name and address:   |               |
| Brief statement or rationale for this potential reviewer's appropriateness for candidate: |               |
| Describe any past interaction or relationship with potential reviewer:                    |               |
| Approved  | Not Approved  |
| _____<br>Chair signature  |               |

|   |               |
|---|---------------|
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| Email:  | Phone number: |
| Institution Name and address:   |               |
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| Describe any past interaction or relationship with potential reviewer:                    |               |
| Approved  | Not Approved  |
| _____   |               |
| Chair signature   |               |

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| Chair signature   |               |

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Title & rank:

Email:

Phone number:

Institution Name and address:

Brief statement or rationale for this potential reviewer's appropriateness for candidate:

Describe any past interaction or relationship with potential reviewer:

Approved

Not Approved

\_\_\_\_\_  
Chair signature