# University of Maine System

# Tenure and Promotion Application Form

(The candidate is requested to write all headings into the final application. If the information requested in a particular section does not apply, the candidate should indicate “not applicable”)

1. **Face Data**
	1. **Name**
	2. **Present Rank**
	3. **College/Department**
	4. **Professional Experience**

|  |  |  |
| --- | --- | --- |
| **Years(s)** | **Employer(s)** | **Position(s)** |
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1. **Educational Background**

|  |  |  |  |
| --- | --- | --- | --- |
| **Year(s)** | **Institution(s)** | **Field** | **Degree** |
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1. **Record of Actions**
	1. **Initial Probationary Appointment**
		1. Date:
		2. Length of Initial Appointment:
		3. Prior Experience Credited toward Tenure:
		4. Rank:
	2. **Reappointments**

|  |  |
| --- | --- |
| **Date(s)** | **Length**  |
|  |  |
|  |  |
|  |  |

* 1. **Promotion(s)**

|  |  |
| --- | --- |
| **Effective Date(s)** | **To Rank** |
|  |  |
|  |  |
|  |  |

* 1. **Recommendations for:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Recommending Body** | **Recommendation****(Yes/No/No Action)** | **Signature** | **Date** |
| Peer Committee |  |  |  |
| Dean |  |  |  |
| Provost/VPAA |  |  |  |
| President |  |  |  |

* 1. **Exceptions to Board of Trustees Policy**

None/Yes

* 1. **Transmittal Letters**
		1. President
		2. Provost/VPAA
		3. Dean
1. **Candidate’s Profile**
	1. **Documentation of Teaching**
	2. **Documentation of Scholarship and Professional Activity**
		1. Publications and Creative Works
		2. Scholarly and Creative Work in Progress
		3. Professional Presentations
		4. Other Scholarly Activity
		5. Statement on the Status of Candidate's Scholarly and Creative Work
	3. **Documentation of Research/Training Grants**
	4. **Documentation of Department/Campus/College Service**
	5. **Documentation of Public Service**
	6. **Documentation of Special Recognition/Awards**
2. **Evaluations of Teaching**
	1. **Student Evaluations of Teaching**

This summary has been verified by

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Title\_ Date

* + 1. Summary of quantitative student evaluations
		2. Summary of qualitative student evaluations
	1. **Other Evaluations of Teaching**
		1. Peer evaluations of teaching
		2. Teaching awards
		3. Teaching of graduate students in the classroom and thesis advising
1. **Departmental Peer Committee Evaluation**
	1. **Evaluation Letter**
		1. Evaluation of Teaching
		2. Evaluation of Scholarship
		3. Evaluation of Service
	2. **Recommendation/Recommended Action**
2. **Letters of Review**
	1. **Letters Internal to (university name)**
	2. **Letters Internal to the University of Maine System, but External (university name)**
	3. **Letters External to the University of Maine System and (university name)**

Appendix: Curriculum Vitae