

COVER SHEET FOR APPOINTMENTS: DEAN'S FINAL DECISION AUTHORITY

Dates for Routing:

	<i>Received</i>	<i>Sent</i>
<i>Dept.</i>	_____	_____
<i>Dean</i>	_____	_____

To Be Completed By the Dean:

Concur with Dept. Recommendation
DEAN'S APPROVAL: _____
 Letter Attached (Optional)
DATE: _____

Name: _____
 Department: _____
 College/School/Division: _____
 Highest Degree: _____ Date Received: _____ Estimated Completion Date: _____
 (for Acting appointments only)

UNIVERSITY

Name of University: _____
 Major Subject or Field: _____
 Years Toward the 8 Year Rule: _____

APPOINTMENT STATUS

Rank & Step: _____
 Salary: _____ (total salary approved)
 Pay Basis: (check one) Academic Yr. Fiscal Yr.
 Percentage of Appointment: IR _____% OR _____% CE _____%
 Off-Scale Recommendation: _____ (amount of off-scale Recommended)
 Effective Date of Appointment: _____
 Research Specialization: _____