

**APPENDIX R  
APPLICATION FOR PROMOTION  
Cover Page**

Name \_\_\_\_\_ Department \_\_\_\_\_

Date Joined College Full-Time \_\_\_\_\_

Year of Continuing Contract \_\_\_\_\_

Present Rank \_\_\_\_\_ Effective Date \_\_\_\_\_

Candidate for Promotion to Rank of \_\_\_\_\_

Signature \_\_\_\_\_ Date Submitted \_\_\_\_\_

I. Teaching/Job Effectiveness \_\_\_\_\_ 55 Points

II. Professional Development/Scholarly Activity: min. 10 – max. 35 Points

Candidate's choice for point value\* = \_\_\_\_\_

III. Service to the Department, College, Community and/or Discipline: min. 10 – max. 35 points

Candidate's choice for point value\* = \_\_\_\_\_

**Total Possible Points (Categories I + II + III)\* = 100 points**

\*Candidates must decide how they want to distribute point values for categories II and III within the allowed ranges given above. The total of points selected for all three categories must equal 100.

For promotion to Assistant Professor, the candidate must describe and document noteworthy service at the department level.

This is included in the Service section of my application:            **Y**        **N**        **NA**

For promotion to Associate Professor, the candidate must describe and document significant service at both the department level and the broader college level, plus service in the discipline or in the community.

This is included in the Service section of my application:            **Y**        **N**        **NA**

For promotion to Professor, in addition to continued significant service as required for promotion to Associate Professor, the candidate must describe and document leadership at both the department level and the broader college level, plus leadership in the discipline or in the community.

This is included in the Service section of my application:            **Y**        **N**        **NA**