

Florida Atlantic University

INDIVIDUAL COVER SHEET FOR NON-TENURE TRACK PROMOTION INTERNAL/EXTERNAL LETTERS REQUESTED

1. Name, position, and institution of reviewer:

2. Reviewer's standing in the profession (If reviewer is not a tenured faculty member, include justification of equivalent national standing):

3. Certification: The chair/director (or dean), after consultation with the candidate, will certify that no professional or personal relationships exist between the candidate and the outside evaluator. Evaluators with a relationship of student-teacher, colleagues in graduate school, former departmental colleagues, co-authors, co-investigators, co-editors, mentors and mentees or the conflicts of interest of the candidate are NOT eligible to submit letters, unless they are internal. Internal reviewers must disclose the relationship that exists below.

_____ Relationships do not exist

_____ Relationships do exist. (internal reviewers only)

Please describe the nature of the relationship: _____

Candidate Signature

Date

Chair/Director/Dean Signature

Date