

Pre-Offer Approval
Faculty Recruitment
College of Arts and Sciences

Search Committee Chair: _____

Date: _____

Department: _____

Position Title: _____

Rank: _____

Applicant Information

1. Final Number of Applications Received: _____
2. Final Number of Applicants Meeting Required Qualifications: _____

Attach to this form a list of any additional contacts, applicants or resources that were used but were not listed on the initial Search Initiation Form (Form A).

Candidates Interviewed

Candidate Selected: _____

Alternate: (only, if applicable): _____

Type of Appointment (Mark as appropriate):

- Regular (RTS)
 Special (STS)
 Research
 Tenured/Tenure Track
 Other, please specify: _____

Please attach a letter that includes one to two paragraphs about each interviewed candidate's qualifications. Describe the issues that influenced the committee's decision to recommend the final candidate(s), and be sure to include the issue of diversity among them. An assessment of teaching abilities and potential, based partly on a teaching seminar, demonstration or discussion, is mandatory. If possible, moreover delineate the committee's plans in regards a second-choice candidate or request that the search be continued the following academic year.

Please list all candidates interviewed below.

1. Name: _____

2. Name: _____

3. Name: _____