



Graduate Faculty Request For New Tenure/Tenure Earning Faculty

The review process that occurs as part of the search, screen, and appointment for new tenured and tenure track faculty is accepted as a recommendation for graduate faculty appointment at departmental and college levels. The University Graduate School (UGS) accepts requests for graduate faculty status of tenured and tenure-earning faculty within one year of the initial faculty appointment.

The department chair must submit this completed form and the *current CV (including the FIU appointment)* of the applicant to UGS. This form is only accepted for tenure and tenure earning faculty within the one year of the initial appointment. Non-tenure appointments and appointments past one year are required to submit their application online via Panther 180. You can find more information regarding this process [here](#).

Faculty Name: _____

Professor Position: assistant associate full

Tenure Status: tenured tenure earning

Hiring Date: _____ Panther ID: _____

Attach a current CV including FIU appointment

Department: _____

Department Chair: _____

Chair Signature: _____

Date: _____

Please submit a hard copy to UGS in MARC 240 or submit electronically to Ashley Mendez (amendez@fiu.edu). UGS will process and submit the request for appointment to Graduate Faculty to the Provost. The completed form with CV must be delivered to UGS no later than **October 15** for fall and **March 15** for spring, in order to be processed within the respective semester.