

**RICE UNIVERSITY**  
**RECOMMENDATION FOR APPOINTMENT**  
**OF FACULTY AND PROFESSIONAL RESEARCH STAFF**

*Please attach Affirmative Action Recruitment Report*

Name of Candidate \_\_\_\_\_ Employee ID # \_\_\_\_\_

Present Address \_\_\_\_\_

Type of Visa, if not U.S. Citizen \_\_\_\_\_

Education (Show high schools, colleges, and universities, with degrees, dates, and majors where appropriate)

**\*Former Positions Held** (List in inverse chronological order)

<u>Dates</u>	<u>Title/Type of Work</u>	<u>Name/Address of Employer</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**\*Professional Society Memberships, Honors and Awards** (List most important)

**\*Publications or Other Professional Accomplishments** (List most important)

\*NOTE: If additional space is needed, separate continuation sheets may be attached.

Title Recommended \_\_\_\_\_ Department \_\_\_\_\_

Replacement for \_\_\_\_\_ Effective Date \_\_\_\_\_

New Position

Term of Appointment \_\_\_\_\_ Recommended Salary \_\_\_\_\_ Per \_\_\_\_\_

Charge To: \_\_\_\_\_  
Fund \_\_\_\_\_ Org \_\_\_\_\_ Account \_\_\_\_\_ Program \_\_\_\_\_

Expenses of Moving From \_\_\_\_\_ up to \$ \_\_\_\_\_

Charge To: \_\_\_\_\_  
Fund \_\_\_\_\_ Org \_\_\_\_\_ Account \_\_\_\_\_ Program \_\_\_\_\_

Remarks on Duties, Justification, or Special Features

Recommended by Project Dir./Dept. Chair \_\_\_\_\_ DD-MON-YR \_\_\_\_\_

Approved by Provost \_\_\_\_\_ DD-MON-YR \_\_\_\_\_

Endorsed by Dean \_\_\_\_\_ DD-MON-YR \_\_\_\_\_

Approved by President \_\_\_\_\_ DD-MON-YR \_\_\_\_\_

Remarks