



## INITIATION OF SPECIAL TENURE REVIEW REQUEST

From Research, Educator, or Librarian Faculty at the rank of Professor to Regular with award of tenure.

Candidate's Name			
College/School			
Department (if applicable)			
Current Rank		Current Track	
Proposed Rank		Proposed Track	

### VOTING

Record the numerical Departmental vote in the section below:

#### Number of faculty eligible to vote on this case

(ensure that all vote totals in the section below equal this number)

Initiate Special Review for Award of Tenure at the Rank of Professor      Yes                      No                      Abstain                      No Present

### INSTRUCTIONS

All paperwork must be in a single PDF in the sequence/order according to the checklist below. **Complete formal request file must be sent to [facultyaffairs@miami.edu](mailto:facultyaffairs@miami.edu).**

### CHECKLIST

Use the following checklist to confirm the documents included in the file:

	Memorandum from the faculty requestor (addressed to the Chair/Dean, dated and signed)
	Memorandum of recommendation from the Chair (addressed to the Dean, dated and signed)
	Curriculum Vitae (UM template <a href="#">here</a> )
	Tenure Slot Request Form (for Miller School of Medicine cases only)

**For the Dean:** Please indicate in the section below your recommendation. If you require more space than the one provided below, you may attach a separate memo.

Dean

Signature

Date

### APPROVALS

Provost

Signature

Date