

Faculty Appointments and Promotion Documents – Unmodified Titles

Instructor	Assistant Professor	Associate Professor	Professor	Affiliate/Volunteer
Initial Appointment: <ul style="list-style-type: none"> <input type="checkbox"/> Log Sheet <input type="checkbox"/> Chair's Cover Letter <input type="checkbox"/> CV (BU Format) <input type="checkbox"/> Personal Statement <input type="checkbox"/> Offer Letter <input type="checkbox"/> Affirmative Action BUMG Candidates: <ul style="list-style-type: none"> <input type="checkbox"/> Salary Letter <input type="checkbox"/> Practice Agreement 	Promotion: <ul style="list-style-type: none"> <input type="checkbox"/> Log Sheet <input type="checkbox"/> Chair's Cover Letter <input type="checkbox"/> CV (BU Format) <input type="checkbox"/> Personal Statement <input type="checkbox"/> Evaluators List BUMG Candidates: <ul style="list-style-type: none"> <input type="checkbox"/> 1 Letter of Recommendation <input type="checkbox"/> Solicitation Letter Non-BUMG Candidates: <ul style="list-style-type: none"> <input type="checkbox"/> 3 Letters of Recommendation <input type="checkbox"/> Evaluators List <input type="checkbox"/> Solicitation Letter Initial Appointment (Additional Required Documents): <ul style="list-style-type: none"> <input type="checkbox"/> Offer Letter <input type="checkbox"/> Affirmative Action BUMG Candidates: <ul style="list-style-type: none"> <input type="checkbox"/> Salary Letter <input type="checkbox"/> Practice Agreement 	Promotion: <ul style="list-style-type: none"> <input type="checkbox"/> Log Sheet <input type="checkbox"/> Chair's Cover Letter <input type="checkbox"/> CV (BU Format) <input type="checkbox"/> Personal Statement <input type="checkbox"/> 6 Letters of Recommendation <input type="checkbox"/> Solicitation Letter <input type="checkbox"/> Evaluators List Initial Appointment (Additional Required Documents): <ul style="list-style-type: none"> <input type="checkbox"/> Offer Letter <input type="checkbox"/> Affirmative Action BUMG Candidates: <ul style="list-style-type: none"> <input type="checkbox"/> Salary Letter <input type="checkbox"/> Practice Agreement 	Promotion: <ul style="list-style-type: none"> <input type="checkbox"/> Log Sheet <input type="checkbox"/> Chair's Cover Letter <input type="checkbox"/> CV (BU Format) <input type="checkbox"/> Personal Statement <input type="checkbox"/> 6 Letters of Recommendation <input type="checkbox"/> Solicitation Letter <input type="checkbox"/> Evaluators List Initial Appointment (Additional Required Documents): <ul style="list-style-type: none"> <input type="checkbox"/> Offer Letter <input type="checkbox"/> Affirmative Action BUMG Candidates: <ul style="list-style-type: none"> <input type="checkbox"/> Salary Letter <input type="checkbox"/> Practice Agreement 	<p><i>Non-Comp Faculty do not require Offer Letter and AA Documents</i></p> Instructor: <ul style="list-style-type: none"> <input type="checkbox"/> Log Sheet <input type="checkbox"/> Chair's Cover Letter <input type="checkbox"/> CV (BU Format) <input type="checkbox"/> Personal Statement Assistant Professor: <ul style="list-style-type: none"> <input type="checkbox"/> Log Sheet <input type="checkbox"/> Chair's Cover Letter <input type="checkbox"/> CV (BU Format) <input type="checkbox"/> Personal Statement <input type="checkbox"/> 3 Letters of Recommendation* Associate Professor & Professor: <ul style="list-style-type: none"> <input type="checkbox"/> Log Sheet <input type="checkbox"/> Chair's Cover Letter <input type="checkbox"/> CV (BU Format) <input type="checkbox"/> Personal Statement <input type="checkbox"/> 6 Letters of Recommendation <input type="checkbox"/> Solicitation Letter <input type="checkbox"/> Evaluators List <p><i>*For voluntary ASTP coming from BMC or VA, only 1 LoR is required</i></p>

Revised 6/5/2024