

REQUEST FOR PROVOST OFFER LETTER

PLEASE ENCLOSE CANDIDATE'S VITA AND APPLICATION IN EMAIL TO MICHELLE RODRIGUEZ, mrrodri1@uiwtx.edu	
TODAY'S DATE:	
REQUESTED BY:	
COLLEGE / SCHOOL:	
HUMAN RESOURCES JOB POSTING #	
CANDIDATE'S NAME:	
MAILING ADDRESS:	
EMAIL ADDRESS:	
POSITION / DISCIPLINE(S):	
FACULTY RANK:	
ANNUAL BASE SALARY:	
FTE (If applicable):	SALARY WILL BE PRORATED ACCORDINGLY
ACTUAL START DATE:	
PLEASE INDICATE:	<div style="display: flex; justify-content: space-between;"> TENURE-TRACK: VISITING: </div> <div style="display: flex; justify-content: space-between;"> NON-TENURE TRACK: ONE-YEAR CONTACT: </div>
CREDIT FOR TEACHING EXPERIENCE: <i>(If applicable)</i>	<div style="border-top: 1px solid black; padding-top: 5px;"> WITH DEAN'S APPROVAL, INDICATE YEARS OF CREDIT FOR TEACHING EXPERIENCE </div>
DATE OF 1ST YEAR REVIEW:	
DATE OF 3rd YEAR REVIEW:	
REVIEW DATE FOR PROMOTION & TENURE ELIGIBILITY:	
MOVING EXPENSES:	<div style="text-align: center; color: red; font-weight: bold;"> \$2,000 WILL BE ADDED TO THE INITIAL PAYCHECK TO HELP DEFRAY MOVING EXPENSES. PLEASE INDICATE THE AMOUNT STIPULATED BY DEAN. </div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> NONE: ____ \$2,000: ____ OTHER THAN \$2,000: ____ </div>
WORKLOAD:	
SEMESTER CREDIT HOURS:	USUALLY, 12 CREDIT HOURS PER SEMESTER
ADDITIONAL STIPULATIONS:	
MALPRACTICE INSURANCE NEEDED:	<div style="display: flex; justify-content: space-around;"> YES: ____ NO: ____ </div>
CANDIDATE'S RESPONSE DUE DATE:	
CURRENTLY WORKING AT UIW:	
BUDGET ACCOUNT #:	
REPLACING:	
NEW POSITION:	
MENTOR & MENTOR'S EMAIL:	
ADDITIONAL NOTES:	