**Candidate Cover Sheet for Promotion & Tenure Recommendation**

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| **Candidate Information** |
| Full Name: | College: |
| Current Rank: | Primary Department: |
| Secondary Appointments (e.g., Interdepartmental Program): |
| Highest Degree Earned and Field:  |
| Institution and Year Highest Degree Conferred:  |
| Date of First Hire at Iowa State: | Start Date of Tenure-eligible Rank: |
| Date of Last Promotion (if applicable):  |  |
| Formal appointment in Extension and Outreach? [ ]  Yes [ ]  No |
| Granted an extension of the tenure clock? [ ]  Yes [ ]  NoIf yes, how many years? [ ]  One year [ ]  Two years [ ]  Three years*\* Reminder: Do not indicate nature or reason for the tenure-clock extension(s).* |
| Granted credit toward tenure? [ ]  Yes [ ]  NoIf yes, please indicate how many years of credit were granted?  |

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| **Promotion and Tenure Review** |
| Action being considered:[ ]  Tenure and promotion to associate professor [ ]  Tenure as associate professor [ ]  Promotion to professor |
| Is this a mandatory review? [ ]  Yes [ ]  No  |

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| **For Department Chairs** |
| I have reviewed the candidate information. It is factual and accurate to my knowledge. Any errors have been corrected in this final version.Department chair signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   |

Website: https://www.prUpdated Ju 2021

*Updated June 2024*