

ACADEMIC PROFESSIONALS PROMOTION/RANK CHANGE FORM - SRA to PDRA/PDRA to ARS (RSL-3)

Only for the conversion of Senior Research Associate rank to Postdoctoral Research Associate or Postdoctoral Research Associate to Associate Research Scholar



Clear Form

Date: _____

EMPLID: _____

SECTION I. PERSONAL INFORMATION

Name: _____
Last First Middle

SECTION II. APPOINTMENT INFORMATION

Effective Date: _____ Last Day Worked: _____ Appt. End Date*: _____

**Appt. end date is required for Postdoctoral Research Associates, and should be the date after the last day worked.*

SRA to PDRA: **OR** PDRA to ARS:
(Department Chair Signature required for PDRA to ARS)

Has this person already begun to work at Princeton? YES: (Promotion) **OR** No: (Rank Change)

Department: _____ Title/Functional Description (Optional): _____

Proposed FTE Salary: _____ # of months: _____ Total Salary paid: _____

Current FTE Salary: _____

Signature of Chair/Director of Appointing Academic Unit or University Librarian

Print Name

Date

Form Completed by: _____
Name

Submit this to the DOF DropBox.

For SRA to PDRA, submit with proof of PhD. Acceptable forms of Proof of PhD are

- EITHER HireRight Education Background Check if it shows Ph.D.
 - OR diploma, transcript that denotes Ph.D. was earned, or letter from dean, graduate school or registrar stating Ph.D. has been completed.
- (Proof of Ph.D. cannot be at the department level. Proof of dissertation acceptance is not proof of Ph.D.)**

NOTE: NO FORMAL COMMITMENTS MAY BE MADE WITHOUT THE APPROVAL OF THE DEAN OF THE FACULTY

By submitting this form, you are confirming that funding and space are available for this appointment.