

ACADEMIC PROFESSIONALS REAPPOINTMENT/PROMOTION/SALARY CHANGE RECOMMENDATION FORM (RSL-2)

For recommendations for the regular (non-visiting) ranks of Professional Researchers, Specialists, and Librarians



Date: _____

Revision (circle/highlight changes) EMPLID: _____

SECTION I. PERSONAL INFORMATION

Name: _____
Last First Middle

Citizenship: US Citizen Alien Perm Alien Temp. If Alien Temp, Country of Citizenship: _____

If Alien Temp, please include the Visa Information form (available [online](#) from the Davis International Center's website).

SECTION II. APPOINTMENT INFORMATION

Recommended Action: Promotion Reappointment Other _____
 Functional Title Change Rank Change Salary adjustment/ Duty Time Change Only

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

OR Without Specific End Date

Appt. end date is required for Postdoctoral Research Associates, Librarians not on continuing appt., and for other term appointments. It should be the date **after the last day worked.*

Appointing Unit: _____ If off-campus, work location: _____

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

Proposed FTE Salary: _____ Duty Time _____ % # of months: _____ Total Salary paid: _____

Current FTE Salary: _____ Duty Time _____ %

Principal Investigator(s) or Supervisor(s) for whom appointee will work: _____

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

Print Name

Date

Form Completed by: _____
Name

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

Please refer to checklists (<http://dof.princeton.edu/checklists>) for required supporting documentation.

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