

Departmental Checklist - Faculty Committee on Appointments and Advancements (C/3) Senior Lecturer Reappointment**Required Items for DropBox Submission**

- [F2 Faculty Reappointment/Promotion Form](#)
 - Signed and scanned as an IMAGE
 - Include salary recommendation, vote information, effective date, proposed rank, and chair signature
- Candidate CV and Bibliography
 - Submit as one document
 - Do not include copies of published works
- Chair's Report
 - Include a report from both chairs, if this is a joint appointment
 - The report should include: scholarly evaluation (standing in field, fields of specialization); teaching evaluation (undergraduate and graduate).
- For 5 year reappointments only: DOF List of Referees
 - Provide at least 10 referees
 - Use the [DOF List of Referees Template](#).
 - For "Field of Expertise," please provide enough information to help us identify those best able to speak to the candidate's specific field of study.

Optional Items for DropBox Submission

- Candidate's Personal/Research/Teaching Statement
- Letters from departmental and non-departmental Princeton Faculty members
- Reviews of Candidate's Work
 - Submit as one document
- Student Letters
 - Submit as one document

Required Physical Items

- 3 USB Flash/Thumb Drives, each containing:
 - Candidate CV and Bibliography
 - Personal/Research/Teaching Statement
 - Course Syllabi for the last 5 years (submitted as one PDF document)