

Full Name	Lamar ID
College	Department
Recommended Rank	Period of Appointment
Salary	Index No. (please list if more than one)
Citizenship:	
Education	
Professional Experience	
Conditions of Employment	<p style="text-align: center;"><b>CREDITABLE SERVICE RECOMMENDED</b></p> <p>Tenured Service at Accredited Institutions _____ years</p> <p>Non-tenured Service at Accredited Institutions _____ years</p>
<p>_____ Tenure</p> <p>_____ Tenure-Track _____ years of service towards tenure</p>	

RECOMMENDED BY (Signature)	POSITION	DATE
	Department Chair	
	Dean	
	Provost & VPAA	

**EMPLOYMENT GUIDELINES**

This form is to be completed by the hiring department and submitted as part of the hiring packet. ([The Checklist](#) for Hiring of Full-Time Faculty will identify necessary documentation to complete the hiring packet.)

Conditions of employment are such things as: (a) tenure track with \_\_\_\_\_ years towards tenure; (b) conditions if required Ph.D. not completed; (c) temporary full-time appointment not leading toward tenure; (d) proper work authorization from INS for international hire; (e) submission of official (all degrees) transcripts to Provost & VPAA.