

**FORDHAM UNIVERSITY**  
**APPLICATION FOR TENURE OR PROMOTION**

Name: \_\_\_\_\_

Academic Unit: \_\_\_\_\_ Date: \_\_\_\_\_

Application For :                       Tenure  
    Promotion to Associate Professor  
    Promotion to Full Professor

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Members of the Arts and Sciences Faculty and the Faculty of Business submit two typewritten copies of the application, with supplementary statements and a current curriculum vitae attached to each copy along with two copies of publications, course outlines/syllabi, and other supporting material to their Department Chair (for Arts and Sciences Faculty) or their Dean (for Faculty of Business). A list of supporting material should be enclosed with each set. The Chair or Dean should make one set available for faculty at each campus.

All other faculty submit two typewritten copies of the application, with supplementary statements and a current curriculum vitae attached to each copy, to the Dean along with one set of publications, course outlines/syllabi, and other supporting material. A list of all supporting material should be enclosed. Submit all material by:

For Tenure by **January 15<sup>th</sup>**

For Promotion by **October 15<sup>th</sup>**

The Chair of the Personnel Committee will arrange for the meeting of the Personnel Committee and send its recommendations with both copies of the full application and accompanying material to the Dean of Faculty or Dean, as appropriate, by the following schedule:

For Tenure by **March 1<sup>st</sup>**

For Promotion by **December 1<sup>st</sup>**

For the norms governing promotion, see the University Statutes § 4-05.05 (a); for those governing tenure, see § 4-05.04 (d) and (h).

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**I. EDUCATION – UNDERGRADUATE, GRADUATE, POST-GRADUATE**

<u>Institution</u>	<u>Degree</u>	<u>Date Awarded</u>	<u>Honors/Awards</u>
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**II. ACADEMIC EXPERIENCE**

(IF part-time, please indicate by p-t)

<u>Institution</u>	<u>School or Department</u>	<u>Rank</u>	<u>Dates</u>
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**III. COURSES TAUGHT AT FORDHAM DURING LAST 2 YEARS**

<u>Course Number</u>	<u>Title</u>	<u>Average Enrollment</u>
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**IV. RESEARCH, PUBLICATIONS, AND PROFESSIONAL ACTIVITIES**

**A.** Please submit with this form as part of your vita a chronological bibliography by category (according to accepted academic form): all authored or co-authored books; contributions to books; pamphlets; articles; reviews; research reports; scholarly addresses. Include a brief description of research accepted for publication, and research still in progress. Mention should also be made of any other relevant work.

**B. EDITORIAL POSITIONS HELD** (Give nature of position)

**C. PARTICIPATION AND LEADERSHIP IN PROFESSIONAL ASSOCIATION**  
(Give name of association, length of membership, extent of participation, committee service, offices held, etc.)

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**D. SPECIAL RECOGNITION, HONORS, AWARDS, HONORARY DEGREES, BIOGRAPHICAL DICTIONARY LISTINGS, ETC., THAT HAVE A BEARING ON ACADEMIC STATUS**  
(Give full title of award, organization, date and reason.)

**E. GRANTS APPLIED FOR** (Purpose, dates)

**GRANTS RECEIVED**

**F. FACULTY FELLOWSHIPS** (Dates, purposes, results)

**G. LEAVES OF ABSENCES** (Dates, purposes, results)

**H. THESES OR DISSERTATIONS AT FORDHAM UNIVERSITY UNDER ACTIVE DIRECTION DURING LAST 3 YRS**  
(Include BA Honors, MA/MS and Doctoral)

Under Direction    Completed    PhD                      MA/MS                      BA Honors

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**V. UNIVERSITY AND PUBLIC SERVICE**

**A. ACADEMIC ADMINISTRATION**

School/Unit

Position

Dates

**B. COMMITTEE SERVICE**

(University, School, Department/Area)

Committee

Dates

**C. SPECIAL ACADEMIC COUNSELING, MODERATORSHIP, ETC.**

(Name of organization, nature of work, number of years, and average time per week)

**D. SERVICE OUTSIDE FORDHAM UNIVERSITY**

(Type of service, i.e., local, state, national agencies or institutions, business, industry or the professions, the public at large; name of organization, if any; amount of time; citations or awards, etc.)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date