

FACULTY APPOINTMENTS AND PROMOTIONS

<https://www.bumc.bu.edu/provost/ap/appforms/>

Instructor	Assistant Professor	Associate Professor	Full Professor	Adjunct/Volunteer/ Affiliates
<input type="checkbox"/> Log Sheet <input type="checkbox"/> Chair Letter <input type="checkbox"/> Offer Letter <input type="checkbox"/> Affirmative Action <input type="checkbox"/> CV (BU Format) <input type="checkbox"/> Personal Statement <input type="checkbox"/> Salary Letter (FPP only) <input type="checkbox"/> Practice Agreement (FPP only)	<input type="checkbox"/> Cover Sheet <input type="checkbox"/> - Unmodified <input type="checkbox"/> Log Sheet <input type="checkbox"/> - <u>Modified</u> <input type="checkbox"/> Chair Letter <input type="checkbox"/> One (1) Reference Letter for <u>FPP</u> <input type="checkbox"/> Three (3) Reference letters for <u>Non-FPP</u> <input type="checkbox"/> Reference Solicitation Letter <input type="checkbox"/> Offer Letter <input type="checkbox"/> Affirmative Action <input type="checkbox"/> CV (BU Format) <input type="checkbox"/> Personal Statement <input type="checkbox"/> Salary Letter (<u>FPP</u> only) <input type="checkbox"/> Practice Agreement (<u>FPP</u> only)	<input type="checkbox"/> Cover Sheet <input type="checkbox"/> - <u>Unmodified</u> <input type="checkbox"/> Log Sheet <input type="checkbox"/> - <u>Modified</u> <input type="checkbox"/> Chair Letter <input type="checkbox"/> Six (6) Reference letters Arms-Length <input type="checkbox"/> - <u>For FPP AND Non-FPP</u> <input type="checkbox"/> For Modified Title: Arms-Length Not Required <input type="checkbox"/> - 3 of the 6 required letters must be from <u>outside</u> BU <input type="checkbox"/> Evaluator List <input type="checkbox"/> Reference Solicitation Letter <input type="checkbox"/> Offer Letter <input type="checkbox"/> Affirmative Action <input type="checkbox"/> CV (BU Format) <input type="checkbox"/> Personal Statement <input type="checkbox"/> Salary Letter (<u>FPP</u> only) <input type="checkbox"/> Practice Agreement (<u>FPP</u> only)	<input type="checkbox"/> Cover Sheet <input type="checkbox"/> - <u>Unmodified</u> <input type="checkbox"/> Log Sheet <input type="checkbox"/> - <u>Modified</u> <input type="checkbox"/> Chair Letter <input type="checkbox"/> Six (6) Reference letters Arms-Length <input type="checkbox"/> International letters - helpful <u>FPP</u> AND <u>Non-FPP</u> <input type="checkbox"/> - For Modified Title: Arms-Length Not Required <input type="checkbox"/> - 3 of the 6 required letters must be from <u>outside</u> BU <input type="checkbox"/> Evaluator List <input type="checkbox"/> Reference Solicitation Letter <input type="checkbox"/> Offer Letter <input type="checkbox"/> Affirmative Action <input type="checkbox"/> CV (BU Format) <input type="checkbox"/> Personal Statement <input type="checkbox"/> Salary Letter (<u>FPP</u> only) <input type="checkbox"/> Practice Agreement (<u>FPP</u> only)	<input type="checkbox"/> Log Sheet <input type="checkbox"/> Chair Letter <input type="checkbox"/> CV (BU Format) <input type="checkbox"/> Personal Statement <input type="checkbox"/> Note: For initial or promotion to Assistant Professor, Associate Professor or Professor level with or without modified titles is determined by already existing criteria for Non-FPP (refer to columns on left) <hr/> NOTES: All Affiliate/Non-Comp/Voluntary positions will be entered into SAP system by department and Affiliate Manager. Letters of reference should include faculty at or above the academic rank the candidate is proposed for. There are no meetings in December for FAP or Executive Committees – please plan accordingly. Thank you!