

Park University Graduate Faculty

Application Instructions

1. Persons who meet the criteria set forth in the “Qualifications and Procedures for Graduate Faculty Membership” may apply for appropriate graduate faculty status by submitting a completed application and curriculum vitae to the Graduate Program Director for review and recommendation. Faculty members seeking reappointment would only include those items accomplished in the previous five or three year term, as the case may be.
2. The Graduate Program Director will forward the application to the appropriate. The reviews the application and, with endorsement or comments, forwards the application and supporting documentation to the Executive Director for the Graduate School.
3. The Director will then bring the application to the Graduate Faculty Committee for its recommendation.
4. The Graduate Academic Council will then make the final decision.

Application for Graduate Faculty

FULL _____ ASSOCIATE _____ TEMPORARY _____

INITIAL _____ REAPPOINTMENT _____

Name _____ Date _____

School _____ Department _____

I hold the following degree in my discipline:

Doctoral _____

Master's _____ (Documented justification required if less than terminal degree. Please attach.)

Other _____ (Documented justification required if less than terminal degree. Please attach.)

Institution _____

Signature _____

Printed Name _____

Date _____

Please attach: Current Curriculum Vitae
Documentation of publications (title pages for texts or journal articles)
Documentation of other credentials

Endorsement Sheet

Endorsement 1: Program Director

(To assist the Executive Director and Graduate Academic Council, you are requested to review the vita and attached documents and forward them to the Senior Academic Officer of the school. You may attach additional materials at your discretion. If you do not recommend the faculty for graduate faculty status, please state your reasons.)

Approval recommended _____

Approval not recommended _____

Name and Signature of Graduate Program Director

Date

Endorsement 2: Senior Academic Officer

(To assist the Executive Director and Graduate Academic Council, you are requested to review the vita and attached documents and forward them to the Executive Director for the Graduate School, who will bring the application to the Graduate Faculty Sub-Committee for its recommendation. You may attach additional materials at your discretion. If you do not recommend the faculty for graduate faculty status, please state your reasons.)

Approval recommended _____

Approval not recommended _____

Name and Signature of Senior Academic Officer

Date

Endorsement 3: Graduate Faculty Sub-Committee

(To assist the Council, you are requested to review the vita and attached documents and forward them to the Graduate Academic Council. You may attach additional materials at your discretion. If you do not recommend the faculty for graduate faculty status, please state your reasons.)

Approval recommended _____

Approval not recommended _____

Name and Signature of Graduate Faculty Sub-Committee

Date

Approval/Disapproval: Graduate Academic Council

(The Graduate Academic Council’s decision is final. If not endorsed, please state the reason.)

Approved _____

Not approved _____

Name and Signature of the Executive Director for the Graduate School

Date