



## Checklist for Faculty Appointment

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

**Proposed Faculty Rank:** \_\_\_\_\_

- COTERMINOUS       ROWAN-EMPLOYED       OTHER

**Department:** \_\_\_\_\_

**Date of Cooper Medical Staff Appointment:** \_\_\_\_\_

**Duration of Contract/Cooper:** \_\_\_\_\_

- 1. Checklist (*Version 8/24/18*)
- 2. CMSRU Review Sheet for Faculty Appointment (*Version 8/24/18*)
- 3. Letter of Nomination by Department Chair (*Version 8/22/18*)
- 4. Letters of Recommendation (as per guidelines, see template)
- 5. Curriculum Vitae (*Do not remove or change sections*)
- 6. CMSRU Personal Data Sheet (*Version 8/24/18*)
- 7. Acknowledgement Statement (*Version 8/24/2018*)