

# Affirmative Action Offer of Employment Form

Tenure-Track Faculty and Administrative Personnel (Grade 15 and above)

Job Classification Number: \_\_\_\_\_ Position Title: \_\_\_\_\_

Name of Candidate: \_\_\_\_\_  
(first) (middle initial) (last)

Gender: \_\_\_\_\_ Grade: \_\_\_\_\_

Posting Number: \_\_\_\_\_ Posting Date: \_\_\_\_\_

Department/College: \_\_\_\_\_

Search Chair: \_\_\_\_\_

Proposed Annual Salary: \$ \_\_\_\_\_ Proposed Date Appointment to Begin: \_\_\_\_/\_\_\_\_/\_\_\_\_

Full-Time Appointment: \_\_\_\_\_

Part-Time Appointment: \_\_\_\_\_

Promotion: \_\_\_\_\_

Transfer: \_\_\_\_\_

Source of applicant: (ad, personal, etc.): \_\_\_\_\_

Rationale for decision to hire: \_\_\_\_\_

\_\_\_\_\_  
Signature: Search Chair,

\_\_\_\_\_  
Date

Office of Affirmative Action/Diversity

Approved: \_\_\_\_\_

Not Approved: \_\_\_\_\_

\_\_\_\_\_  
Dean/Director, Affirmative Action and Diversity

\_\_\_\_\_  
Date

6/99  
Offer -1

