



FACULTY CANDIDATE *CURRICULUM VITAE* COVER SHEET

Whenever possible, finalists for **tenured** faculty positions will meet with members of the Provost’s Office, preferably with Provost Director, during their campus visits. Finalists for **untenured** positions may meet with Vice Provost Loeffelholz or another Vice Provost if the candidate’s hire presents unusual challenges or opportunities for Northeastern and if the college believes such a meeting would be helpful.

This cover sheet should accompany the *curriculum vitae* of all candidates for faculty positions meeting with members of the Provost’s Office. Please provide the *cv* at least two days ahead of the candidate’s appointment in the Provost’s office.

Faculty Candidate’s Name:

Current faculty rank/institution of candidate:

Expected faculty rank/department(s)/college(s) at Northeastern:

For junior candidates only: Rationale for meeting with the Provost’s Office

Position description:

Please insert here the position description as posted on Northeastern’s HR site or as published in the search process. If the candidate is being recruited as a target-of-opportunity hire in the absence of a formal search, please describe briefly here the field of the candidate’s work, its place in the College’s/University’s academic plan, and the rationale for seeking to hire without a formal search.

Position status and funding:

Replacement or new position?	Budget on replacement line	Projected starting salary	Projected start-up \$: Provost	Projected start-up: Dept/College	Projected starting date