



FPA#: \_\_\_\_\_

Date: \_\_\_\_\_

1) Department/Division/Center/Program: \_\_\_\_\_

2) Hiring Institution: \_\_\_\_\_

Replacement for \_\_\_\_\_

New position

Position is part of the approved departmental staffing plan

3) Funding:

Grants and contracts

Departmental budget

Without salary

4) Proposed Faculty Track and Rank(s): \_\_\_\_\_

5) Position Type:

Tenure track

With tenure

(Research)

6) Term of Appointment (dates must start at the beginning of the month): From \_\_\_\_\_ To \_\_\_\_\_

7) Percent Time: 100% Other: \_\_\_\_\_

8) Is there a possibility of renewal of the position? Yes No

9) Salary Range (must be a specific amount for a Pre-select): From \$ \_\_\_\_\_ To \$ \_\_\_\_\_

10) Salary Base Period:

9 months

10 months

12 months

Other \_\_\_\_\_

11) Position Requirements: (please distinguish between required and preferred items; attach additional pages as necessary.)

\_\_\_\_\_  
Department Chair Signature

\_\_\_\_\_  
Date