

PART TIME (ADJUNCT/CLINICAL) JUNIOR LEVEL PROMOTION CHECKLIST

Case Western Reserve University School of Medicine

Submit all materials to: somFacultyApptMaterials@case.edu

Forms, templates, and more detail: <http://casemed.case.edu/facultyaffairs/>

Candidate: _____ Proposed Rank: _____

Dept.: _____ Operating Budget #: _____

Application Check List

(see Faculty Appointments, Promotions and Tenure Procedures Manual for more detail)

<http://casemed.case.edu/facultyaffairs/>

- nominating letter from the department chair addressed to the dean, including an explanation of the candidate's role in the department and the basis for making the promotion
- committee vote
- curriculum vitae