

Reappointment to the Graduate Faculty

1. Members of the graduate faculty must reapply for membership every 5 years from the original appointment.
2. The procedure for the renewal application is the same as for the initial application. Only the accomplishment of the last five years should be included on the checklist.
3. The renewal application should be electronically forwarded to the Office of Research & Graduate Studies, Brody 4N-80, with a request to process the application through the university system.
4. The Office of Research & Graduate Studies will forward the application to the Graduate School and retain a copy for their office.
5. The Graduate School should send the applicant a letter of appointment based on the request of the application. A copy of this letter should be forwarded to the Office of Research & Graduate Studies, Brody 4N-80, for the files.