

For Regular Active Status (FULL TIME) Faculty
(Instr, Asst. Prof., Assoc. Prof., Prof.)

Below is the list of information needed to complete the candidate's dossier. For Regular Active-Status Faculty, a national search must be completed and closed prior to appointment.

Instructors and Assistant Professors:

- Cover letter from chair indicating recommendation for appointment level qualifications, position to be filled and financial arrangements with note that Departmental APT has reviewed
- Current CV in GW format if possible
- Statement of personal data
- 2 letters of recommendation
- Copies of any correspondence the department chair has had with the candidate pertaining to potential employment or space arrangements (GW employees only)

Associate Professors and Professors:

- Cover letter from chair indicating recommendation for appointment level qualifications, position to be filled and financial arrangements (to be used by Office of Faculty Affairs for contractual purposes only). This is for University employed faculty only.
- Cover letter from chair indicating qualifications in the areas of professional service, teaching, research and scholarly publications (with note that departmental APT reviewed) – to be presented to Senate APT Committee by Faculty Affairs
- Current CV in GW format if possible
- Statement of personal data
- Copies of 3 recent peer-reviewed publications
- 2 letters of recommendation for Associate/3 letters for Professor
- Copies of any correspondence the department chair has had with the candidate pertaining to potential employment or space arrangements (GW employees only)