

## Request for Waiver of a Faculty Search

**Waiver #:** *(# will be assigned by EOD)*

**Appointment Type: (Check One)**

Tenure-Track/Tenured Faculty

Research-Track Faculty

Clinical-Track Faculty

Other Faculty

**For existing positions, please enter position #:**

**Required Attachments:**

Justification of Waiver

Tenured Faculty Position: Record of  
Departmental and Collegiate Vote

Draft Offer Letter

Tenured Faculty Position: Signed DEO  
Letter to Dean

Proposed Appointee's Current CV/Resume

3 Letters of Recommendation

**Recommended Appointee:**

*(First Name)*

*(Last Name)*

*(Suffix)*

*If current UI Employee, please enter:*

*(Current Rank Code)*

*(Current Title)*

**Proposed Org #:**      **Dept #:**      **Dept Name:**

**Proposed Percent Time:**      %      **Proposed Start Date:**

**Proposed Faculty Code:**      **Title:**

**Proposed Annual Salary Range: From \$**      **To \$**

*Please continue to next page.*

## Request for Waiver of a Faculty Search

**Waiver Initiator:**

(Name)

(Date)

**Contact Person if any additional information is needed:**

(Name)

(Email)

(Phone)

**Reason for Waiver Request** (*Check all applicable but must elaborate on reason(s) in required Justification attachment*):

**Dual Career Network**

**Candidate Identified in Grant**

**Reorganization**

**Faculty Diversity Opportunity Program (FDOP)**

**Search for Regular Position not yet**

**Uniquely Qualified Applicant**

**Authorized**

**Other (if checked, please explain in space provided below)**

**Emergent Instructional needs**

**Required Signatures:**

*Initiator*

*Date*

*Department Executive Officer*

*Date*

*Dean*

*Date*

*Associate Provost for Faculty*

*Date*

*Director, Equal Opportunity & Diversity*

*Date*

*EEO Coordinator*

*Date*