

This Form must be approved by the Graduate College prior to extending an offer.

OFFICE OF EQUAL OPPORTUNITY AND DIVERSITY
FORM F POSTDOCTORAL SCHOLAR
PERMISSION TO OFFER POSITION
To Accompany Draft Offer Letter

POSITION CODE _____

COLLEGE/DEPARTMENT _____ DEPT. NO. _____

PERSON SELECTED FOR HIRE _____ ORG No. _____

DATE OF POSITION ANNOUNCEMENT _____ DATE OF FINAL SELECTION _____

PREFERRED STARTING DATE _____ LENGTH OF APPOINTMENT _____

ANNUAL BASE SALARY TO BE OFFERED \$ _____ % OF TIME _____

CANDIDATE MUST SHOW PROOF OF ELIGIBILITY TO WORK IN THE UNITED STATES WITHIN 3 DAYS OF HIRE. CURRENT UNIVERSITY EMPLOYEE YES () NO ()

PLEASE CHECK THE RECRUITING ACTIVITIES USED IN THIS SEARCH:

- 1. Placed advertisements in appropriate journals, newsletters, and job registries.
2. Sent letters to academic departments that might have degree candidates...
3. Utilized personal professional contacts to solicit names of potential candidates...
4. Contacted potential candidates, including women and minorities, at professional meetings...
5. Contacted minorities and women who are presently candidates for degrees.
6. Consulted professional minority and women directories.
7. Utilized UI Postdoctoral Scholar Database (posted job announcement)
8. Other. (Please specify.)

NEW HIRE INFORMATION

HOW DID THE SUCCESSFUL CANDIDATE LEARN OF THIS POSITION? (Please check one.)

- 1. Personal contact from academic department.
2. Referral from colleague at outside institution.
3. Contact through conferences/seminars.
4. Internet resources.
5. Advertisement in professional journal, newsletter or job registry.
6. Women/Minority Directories
7. UI Postdoctoral Scholar Database.
8. Other. (Please specify.)
9. Not Known.

CHARACTERISTICS OF POOL

(Best Estimate - Indicate "NA" if not known)

- 1. Number of candidates in the Pool
2. Number of minorities in Pool
3. Number of Women in Pool

RATIONALE FOR SELECTING THE PREFERRED CANDIDATE, AS COMPARED TO OTHER FINALISTS, INCLUDING YEARS OF RELATED EXPERIENCE. (Please attach curriculum vitae/resume and draft offer letter.)

1. Principal Investigator Date 2. Departmental Executive Officer Date
3. Collegiate Dean Date 4. Graduate College Date

Graduate College returns completed Form F to OEED, 202 JH.