



Name:		Academic Year:
College:	Department:	Year in Rank:

Promotion of a tenured faculty member shall normally be considered after he or she has served four years in the same rank/classification.

The provisions governing promotion are contained in University Policy and the Unit 3 (faculty) Collective Bargaining Agreement. UPS 210.000 (dated 6-17-08) is the governing document for all Unit 3 members – teaching faculty, librarians, and academic related counselors. You are encouraged to study this document carefully before preparing your Portfolio. Copies of this document may be acquired from the Academic Senate website (<http://www.fullerton.edu/senate>).

In order to be considered for promotion or *early* promotion, the appropriate boxes below must be checked. Sign and date, obtain the signatures of your department chair and college dean, and then forward this request form to Faculty Affairs & Records (MH 128) no later than September 10th. All requests received after this date shall require the approval of the Associate Vice President for Academic Affairs.

- I am tenured and request Early Promotion consideration (I have served less than 4 years in my current rank).**
- I am tenured and request Promotion consideration (I have served at least 4 years in my current rank).**

_____ Signature of Faculty Member	_____ Date
_____ Signature of Department Chair	_____ Date
_____ Signature of College Dean	_____ Date

The signatures of the department chair and college dean on this form only indicate that they are aware of the faculty member request, and are in no way to be construed as an endorsement or recommendation for promotion.

Note: As per UPS 210.000 II.A.5.e “A candidate for promotion may withdraw his or her promotion request without prejudice at any level of review prior to the final decision.”