

Non-Tenure Track Appointment Request

Research/Fellow/Visitor/Lecturer Appointments

Today's date:

MUST Attach Curriculum Vitae: ☐

Check all that apply

New Employee

Revised Rate/Salary

Reappointment

Termination/Resignation

Teaching being added

Teaching being changed

Change in funding source

Change in Job Title

Begin Date of Appointment

Appt End

☐ Term on Appt end date

Termination/Resignation Date

of Unused Vacation Days:

First Name

MI

Last Name

Mailing Address for Appt Ltr
(If termination, Forwarding address)

Building

Office #

Worksite Arrangement

☐ On-site

☐ Remote

☐ Hybrid

Department/Program

Title (Choose from drop down list)

View Detailed Title information in the [Faculty Handbook](#) (Non-Tenure-Line Appointments)

Is this person a Postdoctoral Scholar?

Yes

No

Is this person a Fellow?

Yes

No

Hiring Info: PhD in hand?

☐ Yes

☐ No

PhD expected on?

Equivalent of PhD in hand?

U.S. Citizen or permanent resident?

Yes

No

Unknown

Anticipated teaching assignment?

Yes

No

Term(s)/Course(s) Teaching

Is this appointment renewable?

Yes

No

If yes, please explain future plans

Salary

FTE

Funding Source(s)

Additional Information/Notes

Does this person currently hold a
staff position at Dartmouth ?

Yes

No

Please complete for VISITING DESIGNER ONLY

Visiting Designer Title

Name of Production

Union Member?

Yes

No

Production Start Date

Production End Date

Residence Start Date

Residence End Date

Due Date of Design/Specification/Rehearsals

Date of Performance

AUTHORIZATION OF DEPT. CHAIR

Printed Name

Signature _____

AUTHORIZATION OF PI

Printed Name

Signature _____

AUTHORIZATION OF RGM

Printed Name

Signature _____

Additional Information/Notes