JOINT APPOINTMENTS

Professor and Associate Professor
Research Professor and Research Associate Professor
(Full-time and part-time)

Clinical Professor and Clinical Associate Professor
(Voluntary)

(Provost approved appointments)
Submit all documents to the Office of Academic Affairs via BOX or by email.

INITIAL APPOINTMENT:
1. Faculty Personnel Action Form (PAF 500 or PAF 510) - Must be signed by both the primary Department Chair and the secondary Department Chair(s) and/or Center Director(s)

2. Completed Faculty Recommendation Form

3. Joint Department Chair/Center Director recommendation letter - Must be signed by both the primary Department Chair and the secondary Department Chair(s) and/or Center Director(s)

4. Current Curriculum Vitae – following either URSMD (see Appendix II of the SMD Regulations of the Faculty, pages 38-40), or eCV format

REAPPOINTMENTS:
1. Faculty Personnel Action Form (PAF 510) - Must be signed by both the primary Department Chair and the secondary Department Chair(s) and/or Center Director(s)

2. Joint Department Chair/Center Director recommendation letter - Must be signed by both the primary Department Chair and the secondary Department Chair(s) and/or Center Director(s)

**Reminder**
Joint faculty appointments cannot exceed the term of the primary faculty appointment.

For tenured faculty, joint appointments cannot exceed a three-year term.
JOINT APPOINTMENTS

Assistant Professor, Assistant Professor of Clinical, Research Assistant Professor
Senior Instructor, Senior Instructor of Clinical
Instructor, Instructor of Clinical
Senior Associate, Associate, Assistant
(Full-time and Part-time)

Clinical Assistant Professor, Clinical Senior Instructor, Clinical Instructor
(Voluntary)

Submit all documents to the Office of Academic Affairs via BOX or by email.

INITIAL APPOINTMENT:
1. Faculty Personnel Action Form (PAF 500 or PAF 510) - Must be signed by both the primary
   Department Chair and the secondary Department Chair(s) and/or Center Director(s)
2. Completed Faculty Recommendation Form
3. Joint Department Chair/Center Director recommendation letter – Must be signed by both
   the primary Department Chair and the secondary Department Chair(s) and/or Center
   Director(s)

REAPPOINTMENTS:
1. Faculty Personnel Action Form (PAF 510) - Must be signed by both the primary Department
   Chair and the secondary Department Chair(s) and/or Center Director(s)
2. Joint Department Chair/Center Director recommendation letter - Must be signed by both the
   primary Department Chair and the secondary Department Chair(s) and/or Center Director(s)

**Reminder**

Joint faculty appointments cannot exceed the term of the primary faculty appointment.