

PROFESSIONAL RESEARCH WOS

	Appt to Asst. & Assoc.	Appt to Full Prof.	Promotion to Assoc	Promotion to Full
Curriculum Vitae (may be attached as PDF) ¹	X	X	X	X
Titles and Institutions of all referees on reference list page	X	X	X	X
Letters of Recommendations from Peers ²	Minimum of 2 in any combination	Minimum of 3 in any combination	Minimum of 2 in any combination	Minimum of 2 in any combination
Department Chair Letter , including:				
Three categories: Research/Creative Work ³ , Professional Competence, University/Public Service ⁴	X	X	X	X
Concurrence of joint department, ORU and/or School where individual has an academic appointment	X	X	X	X
Dean Letter w/Recommendation (obtained by Academic Affairs)	X	X	X	X

Notes:

- Appointees in the Professional Research series do not have teaching responsibilities. Materials related to teaching activities that are submitted with dossiers will not be considered.
- For Visiting Professional Research appointees, please use the Visiting Professor/ Visiting Researcher [checklist](#).

¹ CV is not required to follow UCSF CV guideline formatting; however, relevant categories necessary for review must be included in the CV.

² If not available, please address in the Chair's Letter.

³ Appointees in the Professional Research series must demonstrate continuous and effective engagement in independent and creative research activity of high quality and significance and/or be an essential contributor to collaborative research.

⁴ Appointees at the Assistant rank are not required to participate in University, professional, and/or public service; however at the Associate level or above, they are expected to participate in some form of service