

**Tenure and Promotion Form**  
**External Referees Provided by Candidate**

Candidate Name:

Candidate Department:

Petition for:       | Tenure & Promotion       | Tenure       | Promotion

Date of approved discipline-specific scholarship standards to be used to evaluate my materials:

(for approved standards, see the [Provost's website](#); if earlier standards should apply to your case, contact [facultyaffairs@scu.edu](mailto:facultyaffairs@scu.edu))

When submitting external referee names, please include all of the information requested, using the tables below. Briefly describe your rationale for the referees you have selected (i.e., indicate their qualifications as reviewers of your work).

**Candidate-Selected External Referee 1:**

Referee Name			Title
Institution			Department
Address 1			Address 2
City	State		ZIP Code
Telephone	Fax		E-mail

Brief rationale for selection of this reviewer

Has the Candidate or Department chair contacted the referee and referee has agreed to participate? (Y/N)

**Candidate-Selected External Referee 2:**

Referee Name			Title
Institution			Department
Address 1			Address 2
City	State		ZIP Code
Telephone	Fax		E-mail

Brief rationale for selection of this reviewer

Has the Candidate or Department chair contacted the referee and referee has agreed to participate? (Y/N)

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Candidate Name:

Candidate Department:

**ALTERNATE Candidate-Selected External Referee:**

Referee Name		Title	
Institution		Department	
Address 1		Address 2	
City	State		ZIP Code
Telephone	Fax		E-mail

Brief rationale for selection of this reviewer

Has the Candidate or Department chair contacted the referee and referee has agreed to participate? (Y/N)

**ALTERNATE Candidate-Selected External Referee:**

Referee Name		Title	
Institution		Department	
Address 1		Address 2	
City	State		ZIP Code
Telephone	Fax		E-mail

Brief rationale for selection of this reviewer

Has the Candidate or Department chair contacted the referee and referee has agreed to participate? (Y/N)

**Tenure and Promotion Form**  
**Candidate-Provided Non-Referees**

Candidate Name:

Candidate Department:

Provide the names, titles, and institutions of any persons who, for valid cause, you do not want the department/program or rank and tenure committees to contact as referees, with a brief statement of the reasons they should not be contacted. If a majority of either the tenured faculty in the department/program or a rank and tenure committee believes that it is necessary to contact one of these persons as a referee, the Provost shall make the final decision as to whether “valid cause” exists.

Name	Title
Department	Institution

Reason I do not want this person as a referee:

Name	Title
Department	Institution

Reason I do not want this person as a referee:

Name	Title
Department	Institution

Reason I do not want this person as a referee:

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I do not have “Non-Referees”, that is, I am open to having anyone act as an external reviewer for my case. (Y/N)