

**SAN JOSE STATE UNIVERSITY**

**PROMOTION RECOMMENDATION FORM**

\_\_\_\_\_  
Name Department/School/Division College

\_\_\_\_\_  
Rank Date of Probation Appointment Date of Last Promotion, if any

Number of Years in Current Rank Since Appointment or Last Promotion \_\_\_\_\_

<p>1. Department/School/Division Committee's Recommendation</p> <p>_____ Committee Vote [record votes in each category and provide clear explanation in valuation statement for <u>all</u> votes]:</p> <p>Recommended _____ Not Recommended _____ Abstain _____ Absent _____</p> <p>_____ Signature – Department/School/Division Committee Chair Date</p>	<p>3. College Committee's Recommendation:</p> <p>_____ Committee Vote [record votes in each category and provide clear explanation in valuation statement for <u>all</u> votes]:</p> <p>Recommended _____ Not Recommended _____ Abstain _____ Absent _____</p> <p>_____ Signature – College Committee Chair Date</p>
<p>2. Department Chair's/School Director's/Division Head's Recommendation, if any</p> <p>_____</p> <p>_____ Signature – Chair/Director/Division Head Date</p> <p>_____ Department Chair/School Director/Division Head is part of Department/School/Division Committee.</p>	<p>4. College Dean's Recommendation:</p> <p>_____</p> <p>_____</p> <p>_____ Signature – College Dean Date</p>

Action by University President \_\_\_\_\_ Promoted: Effective date \_\_\_\_\_  
 \_\_\_\_\_ Not Promoted

\_\_\_\_\_  
Signature Date

[Submit original and 4 copies]

**If you are downloading this form for use, please print on blue paper.**

