

Search Waiver and Expedited Search Faculty Hires Request Form

Note: *Prior to completing this form, the hiring manager must have an approved budgeted position.*

Job Title: Instructor

Requisition Number (if applicable): _____

Waiver of Standard Procedures

- Acquisitions
- Negotiated Hires in Faculty Recruitment Package
- Opportunity Hires to Increase Diversity
- Internal Promotion with Expanded Responsibilities
- Non-tenure track Research Faculty bringing grant-supported salary support
- Unquestioned Preeminence

Expedited Search

- Internal department transfer
- Hard to fill positions (determined by HR) through industry standards

Please provide rationale and specific information for your request:

Department Approvals

Hiring Authority Date

Department Telephone Number

Department Chair/Head Date

Final Approvals

Vice Chancellor, Diversity & Inclusion Date

Director, Diversity and Equal Opportunity Office Date