

# **Offer Request**

OAA # \_\_\_\_\_

## **Indiana University Bloomington** ***Academic Positions***

Offer to Recommend Appointment form and a draft of the Dean's offer letter must be attached to this request. If a candidate declines an offer a new form must be submitted recommending that an offer be extended to another candidate.

Department(s): \_\_\_\_\_ % FTE: \_\_\_\_\_

\_\_\_\_\_ % FTE: \_\_\_\_\_

Title(s): \_\_\_\_\_  
(Include Speciality)

Rank Code: \_\_\_\_\_

Acct./Position#: \_\_\_\_\_

Recommending Offer to: \_\_\_\_\_

Sex	_____
Ethnicity	_____
Citizenship	_____

Proposed Salary/Base: \_\_\_\_\_

Expected Start Date: \_\_\_\_\_

Expected End Date: \_\_\_\_\_

Please advise the office of the Vice Chancellor for Academic Affairs and Dean of Faculties (855-8168) of declinations.

### ***Approvals:***

Department Head: \_\_\_\_\_ Date: \_\_\_\_\_

Dean or Division Head: \_\_\_\_\_ Date: \_\_\_\_\_

Campus Affirmative  
Action Officer: \_\_\_\_\_ Date: \_\_\_\_\_

Vice Chancellor for Academic  
Affairs & Dean of Faculties: \_\_\_\_\_ Date: \_\_\_\_\_