

OFFER TO RECOMMEND APPOINTMENT  
INDIANA UNIVERSITY  
BLOOMINGTON, INDIANA  
(Faculty, Lecturer, Librarian or Research Rank Position)

Contained herein are the terms and conditions of an offer to you for the position described below. The proposed offer, if tenure is involved, is subject to the approval of the Board of Trustees of Indiana University; otherwise, it is subject to formal administrative approval.

- 1. Name: \_\_\_\_\_ Title: \_\_\_\_\_ Rank: \_\_\_\_\_
- 2. Department: \_\_\_\_\_ School: \_\_\_\_\_ Campus: \_\_\_\_\_
- 3. Annual Salary Rate: \_\_\_\_\_ Rate Basis: \_\_\_ 10-pay \_\_\_ 12-pay
- 4. Initial Salary Period: \_\_\_ academic year \_\_\_ fiscal year \_\_\_ other: actual pay for period: \$ \_\_\_\_\_
- 5. Initial Appointment to begin on \_\_\_\_\_ and end on \_\_\_\_\_
- 6. Type of Appointment:
  - \_\_\_ Tenured\*
  - \_\_\_ Tenure-Probationary\*  
Credit is being granted toward tenure for prior service of \_\_\_ years; assuming continuous full-time service and positive reappointment decisions, the tenure decision to be made by May 1, \_\_\_\_\_; the tenure decision to become effective July 1 of the following year (the end of the 7<sup>th</sup> year of countable service.)
  - \_\_\_ Convertible to Tenure-Probationary
  - \_\_\_ Limited Term
  - \_\_\_ Long-term Contract for \_\_\_ years
 Conditions: \_\_\_\_\_
- 7. Special conditions: \_\_\_\_\_
- 8. Fringe Benefits:
  - \_\_\_ Participation in Retirement Plan 10
  - \_\_\_ Option to join Medical and Dental Plans
  - \_\_\_ Life insurance
  - \_\_\_ Fee Courtesy for employee, spouse, and dependent children

(A summary statement of current benefit values and cost distribution between the University and the employee may be requested from the Academic Personnel Policies and Services office.)

\*AT INDIANA UNIVERSITY, CANDIDATES FOR FACULTY POSITIONS IN TENURED OR TENURE-PROBATIONARY STATUS ARE EXPECTED TO ACCEPT THE TERMS AND CONDITIONS OF THE PROPOSED APPOINTMENT PRIOR TO AN OFFICIAL OFFER BEING EXTENDED.

\_\_\_\_\_  
(Chairperson/Unit Head's Signature) Date

\_\_\_\_\_  
(Appointee's Signature) Date

\*UPON APPROVAL OF APPOINTMENT TO A TENURE-RELATED POSITION DESCRIBED ABOVE, THIS DOCUMENT SHALL SERVE AS THE FORMAL TENURE AGREEMENT.

Offer recommended \_\_\_\_\_  
(Dean/Director's Signature) Date

Approved \_\_\_\_\_  
(Vice Provost for Faculty and Academic Affairs' Signature) Date