

Tenure Renewal and Long-term Clinical Contract Renewal

FORMAT FOR ELECTRONIC SUBMISSION

Candidates for tenure renewal/long-term clinical contract renewal **are required to use the naming convention below** for documents that are submitted for application for tenure renewal/long-term clinical contract renewal. **Documents are due on August 15, unless it falls on a weekend, in which case they are due at 9:00 a.m. the next business day.** Academic Affairs provides you with a personal Google link for you to upload your materials to. **Please submit all documents in PDF format.** These document titles match the list of required documents listed on the Instructions for Tenure Renewal and Long-term Clinical Contract Renewal Materials.

EXAMPLE: For the examples below, Frank Smith is the candidate for tenure renewal/long-term clinical contract renewal.

- A Self-Assessment (not to exceed more than 1,250 words)
 - LASTNAME_FIRSTINITIAL_SelfAssess_MonthYear
 - SMITH_F_SelfAssess_Aug2019
- A Curriculum Vitae:
 - LASTNAME_FIRSTINITIAL_CV_MonthYear
 - SMITH_F_CV_Aug2019
- A Seven Year Growth Plan (not to exceed more than 750 words)
 - LASTNAME_FIRSTINITIAL_7yrPlan_MonthYear
 - SMITH_F_7yrPlan_Aug2019