

Louisiana State University System

INSTRUCTIONS FOR PROMOTION/TENURE REVIEW REQUEST

Please keep all pages of the promotion/tenure review form together and attach Biographical data behind the Additional Information insert if applicable

Submit only ONE ORIGINAL FORM WITH ATTACHMENTS and 4 COPIES OF THE ENTIRE PACKET

The following biographical data must be included in the format listed and each item addressed.

1. Publications (complete information and inclusive pages)
 - a. In Print
 - (1) Books
 - (2) Chapters in books and articles in refereed journals, refereed bulletins,
 - (3) Other publications (e.g., compositions, essays, etc.)
 - b. Accepted for publication
 - c. Submitted for publication
2. Other scholarly/creative/artistic contributions (e.g. performances, exhibits, etc.)
3. Papers presented at professional meetings (name of organization, location, and dates)
4. Awards, prizes, lectureships which show recognition of scholarly/creative achievement
5. Contributions to juried or refereed publications (e.g. editorships, associate editorships, referee)
6. Grants and contracts funded (source, funds, dates, and other pertinent information)
7. Documentation of teaching activities (e.g. courses, theses/dissertations directed, result of peer/student evaluations, etc.)
8. Major areas of research interest
9. University service
10. Public service