Note: To be completed by Department Head/Dean/Director following the process for selecting reviewers as outlined in instructional documents from Academic Affairs.

**Candidate Information**

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Candidate Name:

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College/School: Department/Unit:

**External Referees**

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Institution Affiliation: Selected by:

Brief description of reviewer and why they were selected.

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Institution Affiliation: Selected by:

Brief description of reviewer and why they were selected.

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Department Chair/Director Signature:

Brief summary of external reviewer selection process:

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