INDIVIDUAL COVER SHEET FOR EACH OUTSIDE LETTER REQUESTED

1. Name, position, and institution of reviewer:

2. Reviewer's standing in the profession (If reviewer is not a tenured full professor, include justification of equivalent national standing):

3. Certification: The chair (or dean), after consultation with the candidate, either will certify that no professional relationships exist between the candidate and outside evaluator or will provide justification that the outside letter contains an unbiased assessment despite the relationship. Relationships include, but are not limited to, student-teacher, colleagues in graduate school, former departmental colleagues, or co-authors.

☐ Relationships do not exist.

☐ Relationships do exist (justification follows).

Justification:

4. Comments should reviewer not respond: