

UNIVERSITY OF CALIFORNIA, SANTA CRUZ
ACADEMIC RECRUITMENT RECORD

PART B: APPLICANT SCREENING

Provision #: _____ Total Applicants: _____
Department: _____ Total Candidates: _____
Division: _____ Total Interviewees: _____
Position Title: _____ Reviewed for Submission by: _____
Effective Date: _____
Final Filing Date: _____ Search Committee Chair _____ Date _____

MARK AS APPLICANT EVERY INDIVIDUAL WHO APPLIED FOR THIS POSITION:

Give reasons for eliminating any applicant. Only the advertised minimum qualifications or an incomplete file can be used to eliminate applicants from candidacy.

MARK AS CANDIDATE THOSE WHO MEET THE MINIMUM REQUIREMENTS:

Give reasons for eliminating any candidate from further consideration.
[If senate faculty search, give date of Ph.D., M.F.A., or current degree status]

MARK AS INTERVIEW THOSE WHO WILL BE INTERVIEWED:

Those who will be interviewed should be indicated with the interview status. Departments may wish to identify several candidates as alternate interviewees, in case interviewees withdraw or decline an offer of an interview. Rank alternates in order of possible interview and comment briefly on why any alternates were not selected for interview at this time.

Attach the **curriculum vitae** for each interviewee and alternate interviewee (not required for Lecturer Pools).

POOL RECRUITMENTS:

Give reasons for eliminating any applicant. Only the advertised minimum qualifications or an incomplete file can be used to eliminate applicants from candidacy. Those that meet the advertised minimum qualifications should be indicated as a candidate. Give reasons for eliminating any candidate from further consideration. Those candidates that have satisfied the necessary criteria should be added to the on-going pool and indicated as pool qualified.

Name

Comments
