

Required Inputs for (Re)appointment Letters

Part Time Instructor / Adjunct and Part Time Lecturer:

PROGRAM=xxxxx; (required)
COURSE=yyyyy; (required)
TITLE=xxxxxxxx; (required)

Fee Based instructors

COURSE=xxxxx; (required)
TITLE=xxxxxxxx; (required)

Community Teachers:

PROGRAM=xxxxx; (required)
COURSE=yyyyy; (required)
TITLE=xxxxxxxx; (required)

Faculty Summer A/B

SUBJECT=xxxxx; (required)
COURSE=xxxxx; (required)
SECTION=yyyyy; (required)
TITLE=xxxxxxxx; (required)

Professional:

TITLE=xxxxxxxx; (required)

Required Inputs for Reappointment Letters

Administrative Fellow

COURSE=xxxxxx;
HOURS=xxxxxx; (required)
POINTS=yyyyyy; (required)
DETAILS=zzzzzz; (required)
TITLE=xxxxxxxx; (required)

Federal Work Study

HOURS =xxxxxx; (required)
TITLE=xxxxxxxx; (required)

Interim / Interim Student

DETAILS=zzzzzz; (required)
TITLE=xxxxxxxx; (required)

Research / Teaching Assistant:

HOURS=xxxxxx; (required)
POINTS=yyyyyy; (required)
DETAILS=zzzzzz; (required)
TITLE=xxxxxxxx; (required)

Course Assistant:

HOURS=xxxxxx; (required)
COURSE=yyyyyy; (required)
DETAILS=zzzzzz;
TITLE=xxxxxxxx; (required)

