

**UNIVERSITY OF LOUISVILLE SCHOOL OF MEDICINE
MATERIAL REQUIRED FOR LECTURER TRIPTYCH**

Name_____

Title and Department_____

A Lecturer is a temporary faculty position that is not approved by Board of Trustees.

Lecturer:

- _____ Copy of CBC email authorizing hire
 - _____ Additional Pay forms, to begin or end an x-pay, if applicable
 - _____ P103 – On Remarks line, include PAR and/or JDC numbers for each PCN affected by current action
 - _____ Letter from Chair to Dean
 - _____ **2** Curriculum Vitae
 - _____ Ballot form for Lecturer position
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February 2016