



Graduate Faculty Membership Checklist

Updated: February 6, 2013

I. Graduate Unit

Graduate Unit Offering Membership: _____

Administrative Contact (Person Completing this Form)

Name: _____ Phone: _____ E-mail: _____

Business Officer

Name: _____ Phone: _____ E-mail: _____

II. Candidate for Graduate Faculty Membership

In order to become a member of the graduate faculty, an individual must hold a faculty appointment at the University of Toronto (tenured, tenure-stream, status-only, visiting, adjunct, etc.) This university appointment must be entered on the Human Resources Information System (HRIS).

Candidate Name: _____ Personnel Number: _____

University of Toronto Appointment Location (Unit): _____

University of Toronto Appointment (Title/Rank): _____

CHECK ONE Tenured Tenure Stream Clinical Status Only
Adjunct Professor Adjunct Lecturer Other _____

Year Attained: _____ University of Toronto Appointment End Date: _____

III. Graduate Faculty Membership

CHECK ONE Primary Graduate Membership Secondary Graduate Membership

Location of Primary Graduate Membership (Unit): _____

I confirm that the home unit's approval is on file.

CHECK ONE Change Termination
End Date of Previous Graduate Membership: _____

CHECK ONE Full Associate Associate (Restricted) Emeritus

Start Date: _____ End Date: _____

I confirm that signed-back graduate faculty membership appointment letter is on file.

IV. Authorization

Graduate Chair/Director (Name)

Signature

Date