Tenure-Track Offer Form

Instructions: Please consult with the Provost before making a final offer to any candidate. Once the position is accepted please use this form to confirm all details of the offer and forward to Academic Affairs.

Candidate Name: _____________________________ Department: _____________________________

Department TT Salary Range, Lowest: _____________ Highest: _____________ Date PhD received: _____________

Terms of Offer

Starting Rank: ☐ Assistant Professor ☐ Associate Professor

Years of Service Credit (0-2)

Annual Salary (must be within advertised range and divisible by 12): $ _____________

Academic Affairs Expenses

Academic Affairs will provide up to $2000 for Moving Expense. Candidate cannot be currently employed at SSU and must move at least 30 miles

Moving Expenses ___ Yes ___ No

Start-up costs provided by Academic Affairs (With prior approval of Provost):

Release Time

Please indicate the anticipated number of units of release from teaching during the first two years of hire. By contract the faculty member can teach only a maximum of 18 units in each of their first two years

Year 1: Fall ___ Spring ___ Year 2: Fall ___ Spring ___

School Expenses

Moving Expenses provided by School:

Start up Expenses provided by School:

SSU Townhouse offered to finalist Yes ☐ No ☐ Accepted by finalist Yes ☐ No ☐

Additional Incentives

Special Conditions

Dean’s Signature _____________________________ Date _____________

Provost’s Signature _____________________________ Date _____________

Letter Sent (FA Initial) _____________ Date _____________