

**NEW JERSEY CITY UNIVERSITY**  
**APPLICATION FOR FACULTY**  
**RANGE ADJUSTMENT**  
**Spring 2011**

Please submit copies of this application and all other applicable documentation to: 1) your respective Dean and 2) Ms. Sylvia Smith Ball, secretarial assistant for the Range Adjustment Committee (Human Resources, H-105/Ext. 2048) no later than the end of the business day on January 31 2011. Be certain to read "Merit-Based Criteria for Range Changes" in the materials which accompany this application.

Name: \_\_\_\_\_

Department: \_\_\_\_\_

Office Extension: \_\_\_\_\_ E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

Date of Initial Appointment: \_\_\_\_\_ Present Rank/Range: \_\_\_\_\_

Please list all appointments with dates (Use additional sheets if necessary): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please list all promotions with dates (Use additional sheets if necessary): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Action Sought (Use additional sheets if necessary): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Date of Most Recent Personnel Action: \_\_\_\_\_

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Description/Disposition of Most Recent Personnel Action (Use additional sheets of necessary):

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Signature

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Date

Checklist

- Cover Letter
- Curriculum Vita
- Additional Supporting Documents

**(FOR COMMITTEE USE ONLY)**