**University of Waterloo**

**External Referee Information Sheet**

Section 6, Policy 77, Tenure and Promotion of Faculty Members

Faculty of

Referee for:

Department/School:

Candidate under consideration for:

Tenure & Promotion to Associate Professor

Tenure

Promotion to Professor

Tenure & Promotion to Professor

Referee Proposed by  Candidate  DTPC

*(no two referees should come from the same institution)*

**Referee Name:**

**Position and Rank:**

**University/Institution:**

**Address: Street:**

(must include a street address for courier, PO box alone is not sufficient)

**City:**

**Province/State:**

**Country:**

**Postal/Zip Code:**

**Contact Info: Telephone #**

(must include a phone number for courier)

**E-mail Address:**

**Stature of the Referee and Rationale for proposing this Referee:** (Areas of research distinction and expertise, as they relate to the background of the candidate – include such things as titles of books authored, recent major papers, professional honours awarded, editorial duties, or society offices held):

**Relationship to the Candidate:** (A brief statement regarding the referee’s impartiality by identifying the referee’s knowledge of the candidate – as a colleague, co-author, collaborator, former supervisor, or researcher in an area of mutual interest). Referees must be at arms’ length (no close relationship) with the candidate. Referees are not normally selected if a special relationship exists with the candidate (e.g. friend, colleague, co-author, collaborator, former supervisor). If such a relationship exists, please indicate what it is and why the referee was selected.