**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.