

FACULTY SALARY OFFER FORM

Before offering an appointment/salary to any candidate for a position at Rhode Island College, explicit written approval of the President is required. Once the salary offer form has the President's approval, the offer may be made to the candidate. Upon acceptance by the candidate, an appointment form should be generated by the Department and forwarded to the office of the Vice President of Academic Affairs.

Date: _____

Department: _____

Candidate: _____

Position/Rank: _____

Proposed Salary: _____

Continuing Temp (non renewable) TEMP (contingent upon funding) Limited term

New position Leave position Replacement Last incumbent _____

To be completed by the budget office:

Funding: Unrestricted Grant Sabbatical Replacement

Salary charged against Dept. # _____ **Position #** _____

Available Funds _____

_____ **Date** _____

Signature, Budget Officer

_____ **Date** _____
Signature, Department Chair

_____ **Date** _____
Signature, Vice President Academic Affairs

_____ **Date** _____
Signature, Dean/Director

_____ **Date** _____
Signature, President