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| **Name of Candidate:** |  | **Department:** |  |

PLEASE LIST ALL SOLICITED LETTER WRITERS IN ALPHA/NUMERIC ORDER BY CODE. LETTERS OF EVALUATION SHOULD BE IN MOST RECENT DATE ORDER FIRST. THOSE WHO DID NOT RESPOND SHOULD BE LISTED LAST.

FOR PROMOTION/ADVANCEMENT, THE EXTERNAL LETTER WRITER MUST BE AT, OR ABOVE, THE RANK TO WHICH THE CANDIDATE IS BEING PROMOTED.

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| **Referee Code** | **Nominated by Dept or Cand?** |  | **Name:** |  | | **Title:** |  |
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| **Responded?** | **Conflicted?** | **Referee Relationship to Candidate (explain the relationship: eg., never met, met at X but no personal relationship, former or current collaborator, etc.):** | | | | | |
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| **Qualifications:** | | | | | | | |

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