**TENURE AND PROMOTION TO CLINICAL PROFESSOR**

**LETTER FROM REFEREES**

**Your promotion package will require 3 Letters from Referees in total:**

* 3 referees which have no mentorship relationship
* The Chair will review and select the references from the list you provide
* Contact and follow up with the Referees is the sole responsibility of the Chair’s Office. It is **not** your responsibilty to contact the Referees.

**Characteristics of Referees:**

* Must be a Clinical Professor/Professor
* Must not be a personal friend
* Must not be a current collaborator
* Must not be a retired faculty member

Please provide at least 5 references and insert the information into the table below.

|  |  |  |
| --- | --- | --- |
| **EXTERNAL & INTERNATIONAL REFEREES FOR DR. .** | | |
| **Referees Full Name and Rank** | **Institution Affiliation** | **Contact Information** |
| 1. |  | **Phone Number:**  **Email:** |
| 2. |  | **Phone Number:**  **Email:** |
| 3. |  | **Phone Number:**  **Email:** |
| 4. |  | **Phone Number:**  **Email:** |
| 5. |  | **Phone Number:**  **Email:** |

Once completed, please send this form via email to the Chair’s Office, Pediatrics   
([chairsea@ualberta.ca](mailto:chairsea@ualberta.ca)) at your earliest convenience.