

**Kutztown University Non-Represented Emeritus Status
Request Form**

In accordance with *Policy on Emeritus Status - HR016*, please complete this form and include it with submission materials as outlined in the *Procedure for Nominating and Granting Emeritus Status*.

Nominator's Name

Email

Nominator's Department

Emeriti Nominee's Name

Email

Emeriti Nominee's Department

Emeriti Nominee's Personal Email

Emeriti Nominee's Home Address

Emeriti Nominee's Title at Time of Retirement

Hire Date:

Retirement Date:

Comments

The following documents must be attached before final approval:

Letter of support from the Emeriti Nominee's direct supervisor

Supervisor's name if different from Nominator

Evaluator letter(s) from most recent performance review

CV (Resume) of Emeriti Nominee

Nominator's Signature

Date

Emeriti Nominee's Signature

Date

President's Office Approval

Date

PREVIEW ONLY
VOID