

REQUIREMENTS FOR STATUS CHANGE OF THE FACULTY

Please submit the following materials via email or interoffice mail:

- Faculty Status Form* (<http://www.umassmed.edu/uploadedFiles/FacStatusForm.xls>)
- Documentation detailing change in status:
 - letter from the Chair of the Department to Vice Provost for Faculty Affairs (if submitting a change in faculty rank or salary type;
 - email or letter from faculty member noting change of address;
 - email or letter from department indicating change in work location;
 - relevant documentation as necessary to identify change in status.