## **External Reviews Checklist**

IMPORTANT: THE FOLLOWING ITEMS MUST BE UPLOADED AS <u>ONE</u> PDF DOCUMENT AND IN THE ORDER LISTED BELOW. PLEASE ADD A CHECKMARK TO THE ITEMS UPLOADED.

**Completed Checklist** 

## **EXTERNAL REVIEWS**

Description of the process used for the selection of external reviewers including a list of the nominators of external reviewers

Sample copy of request letters to reviewers

One paragraph (1/2 page maximum) description of the qualifications of each external reviewer (also include name, title, rank, position, and institutional affiliation), disclosure of any prior relationship between the candidate and the reviewer (no CVs)

Letters from external reviewers