

To: Candidate
From: Dean, Faculty
Date:
Re: Advancement to Candidacy Decision

I am writing to transmit the decision of the Adjudicating Committee on your advancement from precandidacy to candidacy. The decision not to advance you to the Candidacy phase is based on your lack of progress to date in the area[s] of [professional contribution and standing] [teaching], and the Committee's judgement that you will not satisfy the unit standards for tenure and promotion within the next three years. Please review the Committee's report which sets out the reasons in support of its decision.

As a result of this decision your appointment at the University will end on June 30, 20XX. In accordance with the *Procedures Governing Decisions on Advancement to Candidacy*, you have the right to appeal the decision on your advancement to Candidacy to the "X" Committee. The appeal must be submitted within one month of the date of this memorandum. If the appeal of the decision succeeds, the termination decision shall be repealed.

Please refer to the Senate Tenure and Promotions Documents for the full text of the *Procedures Governing Decisions on Advancement to Candidacy*.

c.c. H. Lewis, University Secretary