

College of Sciences Policy

SUBJECT: Employment Documentation	Effective Date:	Policy Number: COS005-3.1
	Supersedes:	PAGE OF
	Responsible Authority: Dean	

POLICY STATEMENT

Documentation for ALL COS Faculty level hires, including Visiting positions, Research Associates, Post-Docs, etc. are required to follow the normal University guidelines and procedures for the provision of hiring documentation. Currently, this includes the provision of original transcripts of the highest degrees, 3 references checks [2 of which must be telephone reference checks], SACS-FQMS documentation, etc.