

Adjunct / Visiting (Salaried) New Appointment/Promotion – School of Medicine

This appointment type is under review by SOM Leadership.

It is recommended that employed status faculty be appointed on one of the five tracks (e.g., Investigator, Educator, Clinical Practice, Research, or Assistant/Associate In) with the appropriate effort.

Full Time	Full-Status, Partial-Load Must indicate % of effort	Part Time (<50%) Must indicate % of effort
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Academic Titles (Job Code)	Term	Required Documents for Review						Required Approvals
		Chair Letter	Letter from Home Institution	Letter of Understanding*	Minimum Letters	Background Check <small>(initial appointment)</small>	Current CV	Admin Approvals
Adjunct								
Adjunct Professor (2020)	1-3	✓	✓	✓	3	✓	✓	✓
Adjunct Associate Professor (2010)	1-3	✓	✓	✓	3	✓	✓	✓
Adjunct Assistant Professor (2005)	1-3	✓	✓	✓	3	✓	✓	✓
Adjunct Instructor (2015)	1-3	✓	✓	✓	3	✓	✓	✓
Visiting								
Visiting Professor (2190)	1-3	✓	✓		3	✓	✓	✓
Visiting Associate Professor (2175)	1-3	✓	✓		3	✓	✓	✓
Visiting Assistant Professor (2170)	1-3	✓	✓		3	✓	✓	✓
Visiting Instructor (2180)	1	✓	✓		3	✓	✓	✓
Other								
Visiting Scholar (9620) – not faculty	1	✓	✓		3	✓	✓	✓

* For those Departments that require a Letter of Understanding, it should be included with the new appointment packet.