

HONG KONG BAPTIST UNIVERSITY
Human Resources Office

(to be completed by Dean of Faculty/School)

Nomination of External Assessors

- Notes:**
1. The information below is collected for the purpose of selecting external assessors to assist in tenure and/or promotion reviews/appointment.
 2. It is normally expected that nominated external assessors are on Professor or above rank. To better assess the international standing of the candidate's scholarly work, the assessors should be from various prestigious institutions in different countries as far as possible. They should not have a close relationship with the candidate concerned.
 3. Please give reason(s) for nomination and provide for each assessor a short biography of not more than one page.
 4. Completed nominated forms by the Dean of Faculty/School should be sent, via the Human Resources Office, to the Provost for approval.

Part I: Candidate's Personal Particulars

Name: _____ Recommended for: _____

Department: _____ Current post: _____ Years of service
in current post: _____

Part II: Details of Nominated External Assessors *(Please list in accordance with the priority order)*

1. Name: _____ Position: _____
Institution: _____ Email address: _____
Postal address: _____
Reason(s) for the nomination: _____
Relationship with the candidate: ☐ No
☐ Yes (please specify) _____
2. Name: _____ Position: _____
Institution: _____ Email address: _____
Postal address: _____
Reason(s) for the nomination: _____
Relationship with the candidate: ☐ No
☐ Yes (please specify) _____

3. Name: _____ Position: _____
Institution: _____ Email address: _____
Postal address: _____
Reason(s) for the nomination: _____
Relationship with the candidate: ☐ No
☐ Yes (please specify) _____
4. Name: _____ Position: _____
Institution: _____ Email address: _____
Postal address: _____
Reason(s) for the nomination: _____
Relationship with the candidate: ☐ No
☐ Yes (please specify) _____
5. Name: _____ Position: _____
Institution: _____ Email address: _____
Postal address: _____
Reason(s) for the nomination: _____
Relationship with the candidate: ☐ No
☐ Yes (please specify) _____
6. Name: _____ Position: _____
Institution: _____ Email address: _____
Postal address: _____
Reason(s) for the nomination: _____
Relationship with the candidate: ☐ No
☐ Yes (please specify) _____
7. Name: _____ Position: _____
Institution: _____ Email address: _____
Postal address: _____
Reason(s) for the nomination: _____
Relationship with the candidate: ☐ No
☐ Yes (please specify) _____

8. Name: _____ Position: _____
Institution: _____ Email address: _____
Postal address: _____
Reason(s) for the nomination: _____
Relationship with the candidate: ☐ No
☐ Yes (please specify) _____
9. Name: _____ Position: _____
Institution: _____ Email address: _____
Postal address: _____
Reason(s) for the nomination: _____
Relationship with the candidate: ☐ No
☐ Yes (please specify) _____
10. Name: _____ Position: _____
Institution: _____ Email address: _____
Postal address: _____
Reason(s) for the nomination: _____
Relationship with the candidate: ☐ No
☐ Yes (please specify) _____
11. Name: _____ Position: _____
Institution: _____ Email address: _____
Postal address: _____
Reason(s) for the nomination: _____
Relationship with the candidate: ☐ No
☐ Yes (please specify) _____
12. Name: _____ Position: _____
Institution: _____ Email address: _____
Postal address: _____
Reason(s) for the nomination: _____
Relationship with the candidate: ☐ No
☐ Yes (please specify) _____

Nominated by the Dean of Faculty/School:

Name and Signature

Date

Part III: Approval by the Provost *(please ✓ as appropriate)*

- ☐ I approve all the names of the external assessors.
- ☐ I approve the names of the external assessors, except the following one(s):

Signature

Date

Doc: REWF27
08/2023