**[FIXED TERM SALARIED REAPPOINTMENT LETTER]**

DATE

James W. Dean Jr., PhD

Executive Vice Chancellor and Provost

University of North Carolina at Chapel Hill

CB# 3000, 104 South Building

Chapel Hill, NC 27599-3000

Dear Provost Dean:

It is my pleasure to recommend that EMPLOYEE, CREDENTIALS be reappointed to the rank of TITLE in the UNC Eshelman School of Pharmacy’s Division of DIVISION. This appointment is for a fixed term of XX year effective EFFECTIVE DATE and ending TERMINATION DATE with an annual salary of $XX,XXX. EMPLOYEE’s salary will be supported by NAME and ACCOUNT NUMBER. This appointment is contingent on the continued availability of funds.

EMPLOYEE holds [explain educational credentials here, what the person brings to the School, if desired]. EMPLOYEE will be working on [explain job functions the employee will be performing in your division here] [Explain any requirement that the employee secure or maintain independent research funding]. If you require additional information, please feel free to contact me.

A request of a favorable response to this recommendation will be appreciated.

Sincerely,

Division Chair, Credentials

Fred Eshelman Distinguished Professor and Chair

Division of DIVISION

cc: ESOP HR

YOUR DIVISION

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Approved:

Robert A. Blouin, Dean

Vaughn and Nancy Bryson Distinguished Professor