



GDBBS Faculty Appointment Application for **Third Program
Application Checklist**

GDBBS faculty members are generally limited to membership in two (2) programs. A request to join a third program will only be approved if there is persuasive evidence that the faculty member will contribute in a significant way to the mission of all programs involved.

Note that each Program may have additional application requirements. Submit all application materials to the Program Administrator (PA).

- Level of Appointment: Full Member | Affiliate Member | Adjunct Member (circle one)
- NIH Biosketch – new format, see:
<http://grants.nih.gov/grants/funding/424/index.htm#biosketch>
- Letter from candidate indicating their desire to become a training faculty member within the Division. The letter should include their willingness to meet the teaching commitments of the Program and detail how they plan to contribute to the Program.
- Letter from Program Director indicating the support and approval of the third program appointment on behalf of the Program Executive Committee
- Letter from Program Directors of two other programs supporting this third appointment

Application Process

Program Approvals → GDBBS Approval

1. Faculty candidate works with Program to apply for membership
2. Faculty candidate submits all application materials to Program Administrator
3. Program Administrator submits complete application to GDBBS Director's Administrative Assistant for Director's approval

(Revised: September 2021)