

DIVISION OF GEOLOGICAL AND PLANETARY SCIENCES
Recommendation for Appointment
Postdoctoral Scholar

Postdoctoral Scholars work under the close supervision of one or more Caltech professorial faculty members. A Postdoctoral Scholar must have an earned doctorate from a duly accredited institution. They are appointed for limited terms, usually one year, and are full-time appointments. There is a six-year limit on the cumulative time spent as Postdoctoral Scholar and Senior Postdoctoral Scholar. (Ph.D. graduates of Caltech may become Postdoctoral Scholars for up to one year only, for purposes of finishing up research "loose ends.")

Option Information					
Faculty sponsor:		Option:			
Prepared by:					Ext:
Please list the Caltech mail code and office assignment for Postdoctoral Scholar if known. For Arms and North Mudd please check with Division Academic Affairs Manager for assignment.					
Mail Code:		Office room no. & bldg:		Ext:	

Candidate Information					
Full name (nonresident aliens use passport name):					
Address:					
Phone:		Email:			
Birthdate (mo/day/year):		Birthplace (city, state, country)			
Citizenship		Gender		Marital status	
Country of permanent residence:					
Visa status (if nonresident alien <u>currently</u> in the U.S.)	Type visa:		Exp. Date:		
If family members <u>will</u> accompany NONRESIDENT ALIEN, provide the following information for each family member:					
Name	Relationship	Birthdate:	Birthplace (city, state, country)	Citizenship	

Professional Experience			
Academic record			
Degree	Major	Year Granted	School

Positions Held if Applicable

Appointment Information

Period of appointment (how many months):		Proposed effective date:	
---	--	-----------------------------	--

NOTE: Recommendations must be submitted to the Division Office at least one week before the Postdoctoral Scholars/Visitors Office submission deadline of 4 weeks for U.S. citizens/perm. residents and 8 weeks for nonresident aliens

Salary amount per annum (contact Division for current average)	
---	--

Budgets to be charged:		
PTA #	Alias #	Percentage

If candidate is funded by outside supporting agency (such as Fulbright) list the dollar amount and the supporting agency below. A copy of the award letter MUST BE INCLUDED with this recommendation form. Currently, the minimum outside support is \$42,900.

US\$ for appt. period:		Source of funding:	
---------------------------	--	-----------------------	--

If candidate is funded by an outside fellowship or source, indicate who will pay for health insurance: the appointee, outside supporting agency, or the host's Caltech account (provide PTA# and indicate either Institute's Portion or Full Amount)

Health insurance will be paid by:

Special Allowances/Research Funds

Are you providing a relocation or research allowance? If yes, list the \$ amount and the POETA here:

Relocation	\$	PTA #	
Research	\$	PTA #	

Summary of Qualifications and Research to be Conducted

Please provide a brief summary of candidate's qualifications, including specific skills, area of expertise, and research to be conducted:

Affirmative Action/Search Statement

List all sources used or consulted for information on and identification of possible candidates. Send copies of advertisements, if placed. If the field in which the candidate will work is covered by the annual Division-wide advertisement for Prize Postdoctoral Scholars, indicate such. The Division Office can provide the appropriate information. Otherwise, list the total number of applicants for the position, identifying women and members of underrepresented minority groups if possible.

Sponsor's Approval Process

Faculty sponsor's signature		Date	
-----------------------------	--	------	--

Submit forms to Academic Affairs Manager, Division Office, mail code 170-25. If applicable, please include Award Letter of outside funding, and Foreign National Intake Form (FNIF).