**Appendix B**

**RECORD OF EXTERNAL LETTERS FOR BELK COLLEGE OF BUSINESS RPT REVIEW**

Candidate’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

| *Name & Address of External Reviewer* | *Affiliation & Position* | *Reason for Invitation/Professional Qualifications/*  *Relationship to Candidate* | *Suggested by:**\**  *(check one)*  *Candidate Dept. Chair* | |
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* **It is important to have representation from both lists.**

Signature of Department Chair: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_ The faculty member has been given an opportunity to identify reviewers who should be excluded.