

OFFICE OF INSTITUTIONAL EQUITY

HIRE APPROVAL

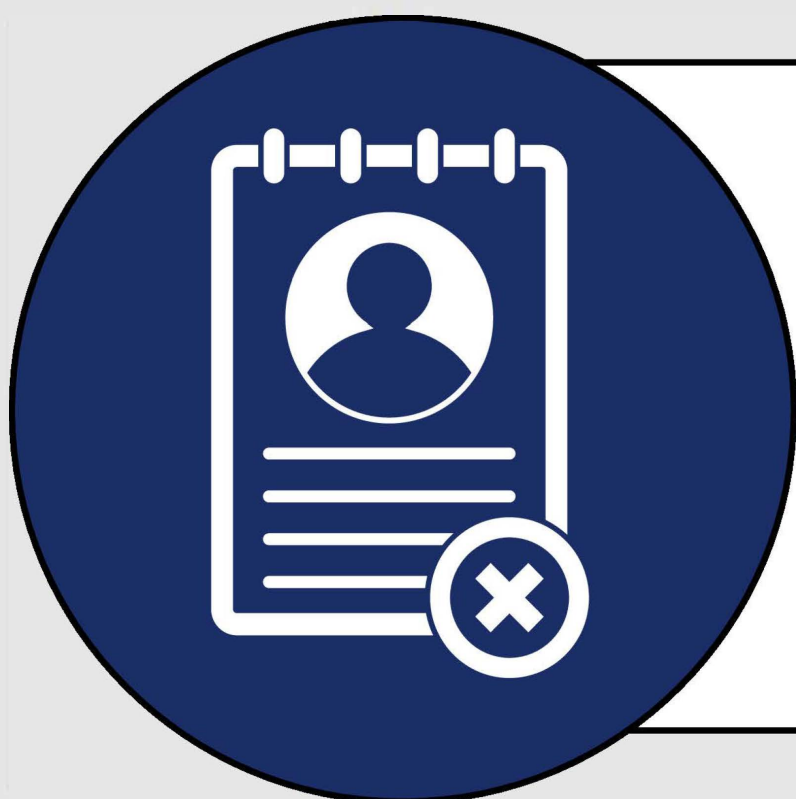
REQUIREMENTS



USE **RELEVANT, OBJECTIVE, NON-COMPARATIVE, DEMONSTRABLE, QUALIFICATION-BASED** REASONS
ONLY.

PRELIMINARY OFFER DECIDED

4-5 **DETAILED** AND **SPECIFIC** SENTENCES
EXPLAINING HOW AND WHY THE
CANDIDATE IS SELECTED FOR HIRE.



REJECTED

2-3 **DETAILED** AND **SPECIFIC** SENTENCES
EXPLAINING HOW AND WHY THE CANDIDATE
IS NOT OFFERED THE POSITION AT THIS TIME.

SUBMIT FOR APPROVAL



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