## SIGNED STATEMENT REQUESTING DEFERRAL

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>College</td>
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<tr>
<td>Department</td>
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<tr>
<td>Years at Rank/Step</td>
<td></td>
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<tr>
<td>Current Title</td>
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<td>Enclosures (if applicable)</td>
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**Candidate's Comments:** (Use a separate sheet if necessary)

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_____________________________  ________________________________
Signature                  Date

**Chair's Comments:** (Use a separate sheet if necessary)

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Signature                  Date

**Dean's Comments:** (Use a separate sheet if necessary)

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Signature                  Date

*This form and a signed Procedural Safeguard Statement (Attachment B-1) are required by the Office of Academic Personnel. Please retain copies in the college.

**Office of Record:** Academic Personnel (APO) will remain the office of record for these delegated actions. This form and a signed Procedural Safeguard Statement (Attachment B-1) should be sent to Academic Personnel once the action is complete. The information will be provided by APO to CAP.