



## Academic Applicant Data Log

Position Title:

Department/Division:

NAME OF CANDIDATE	INTERVIEW DATE If applicable	HIRED? Yes/No	REASON NOT SELECTED If applicable	MALE							FEMALE							DISABLED? Yes/No	VETERAN? Yes/No			
				C	B	H	A	AI	HP	T	C	B	H	A	AI	HP	T					

**Key to Race and Ethnicity:** C - Caucasian • B - Black • H - Hispanic • A - Asian • AI - American Indian or Alaska Native  
HP - Native Hawaiian or Other Pacific Islander • T - Two or More Races

NOTE: Curriculum Vitae and other relevant materials must be kept on file for candidates who are not selected for a minimum of three years from the date rejection letters are sent so the department may respond to requests during compliance reviews or legal challenges. Such materials must also be kept on file for the selected candidate as a part of his or her employment record.

Hired Candidate:

Anticipated Effective Date of Appointment:

Form Completed By:

Associate Dean of Diversity Signature:

Date:

Phone Number:  Room #:

Chairperson Signature:

Date: