



**RECOMMENDATION FOR RENEWAL OF APPOINTMENT
OF THE GRADUATE FACULTY**

Name: _____ Faculty Rank: _____
Department/Unit: _____ Employment Status: _____
Educational Attainment:
Degree Finished Major Field Institution Year Graduated

Number of major students served as major adviser: ☐ undergraduate ☐ graduate
Number of peer-reviewed publications: * ☐
Graduate Faculty of another institution before joining VSU? ☐ Yes ☐ No
If yes, in what institution? _____

Graduate Courses to be handled:

1 st Sem	2 nd Sem	Summer
_____	_____	_____
_____	_____	_____

Recommending Approval for Appointment as:

☐ Teaching Graduate Faculty Member ☐ Permanent ☐ Temporary
☐ Graduate Research Adviser in the field of: _____
☐ Permanent ☐ Temporary

_____ Immediate Supervisor	_____ Date signed
_____ Department Head	_____ Date signed
_____ Director, Graduate Education	_____ Date signed
_____ Vice President for Academic Affairs	_____ Date signed
_____ University President	_____ Date signed

Requirements:

For Teaching Faculty (1) TOR* (2) Xerox copy of Appointment * (3) Teaching Performance of at least 1 yr (maybe be waived for those be given Temp Appointment)

For Graduate Research Adviser (1) Must satisfy the above requirements for Teaching Faculty (2) Must be at least Assistant Prof. (3) Must have at least one of the following: (a) Has served as member of the GAC of at least three graduate students (b) has published a technical bulletin, a chapter of a professional book, or at least two scientific papers as main/senior/corresponding author in his/her field of specialization in refereed technical or professional journals. And he/she shall maintain at least two publications as main/co-author.





VISAYAS
STATE UNIVERSITY

every three years. _____
*Please attach list for original appointment
* Indicate N/A or NONE for fields not applicable

GRADUATE EDUCATION



GRADUATE EDUCATION

Visayas State University PQWW+JQ Baybay City, Leyte
Email: gs@vsu.edu.ph
Website: www.vsu.edu.ph/gs
Phone: +63 53 565 0600 Local 1062

Page 2 of 2
FM-OGS-43
V06 03-04-2025

No.