*This form must be completed by the external referee and approved by the Faculty Dean/University Librarian at XXX University before any promotions dossiers are released for review.*

**PART I: EXTERNAL REFEREE DECLARATION**

**Section A**

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| --- | --- | --- | --- |
| ***External Referee:*** | | ***For the promotion consideration of:*** | |
| Referee's Name: |  | Candidate's Name: |  |
| Referee's Institution: |  | To the rank of: |  |
| Referee's Academic Rank (ie, Associate, Full): |  |  |  |

**Section B**

**Thank you for agreeing to serve as an external referee.Kindly complete this form as appropriate, so that the Faculty Dean/University Librarian at XXX University can consider any real, potential, or perceived conflict of interest, and make any necessary recommendations.**

|  |  |  |
| --- | --- | --- |
| **Yes** | **No** | **DECLARATION** |
|  |  | I have co-published with the applicant in the last six years. |
|  |  | I have worked on a research grant or contract with the applicant in the last six years. |
|  |  | I have supervised the applicant as a PhD student. |
|  |  | I have acted as a research supervisor to the applicant in another capacity. |
|  |  | I have been supervised by the applicant. |
|  |  | I have common business interests with the applicant, or have had common business interests in the last six years. |
|  |  | I have plans to collaborate with the applicant in the next six months. |
|  |  | I have other conflicts of interests (personal, financial, etc.). |

**If you answered "Yes" to any of the statements above, please describe the real, perceived, or potential conflict of interest.**

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| Referee's Signature: |  | Date: |  |