

# REQUEST TO MODIFY SEARCH PROCESS

Form E

## I. GENERAL INFORMATION

Position Title	Department and Division
Position Number	Search Committee Chair (telephone number & email address)

## II. TYPE OF MODIFICATION REQUESTED

- A. Waive the search process
- B. Conduct a search with a shorter recruitment than proposed in the recruitment plan
- C. Change in application deadline
- D. Change in composition of the search committee after the screening has begun
- E. Combine two searches
- F. Change the selection criteria
- G. Internal search only
- H. Regional or Local Search only
- I. Other

## III. EXPLANATION

Please provide explanation of the reason(s) to modify the search:

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## IV. AUTHORIZATION

\_\_\_\_\_  
Hiring Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dean (if appropriate)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Vice President (if appropriate)

\_\_\_\_\_  
Date

\_\_\_\_\_  
EEO/AA Officer

\_\_\_\_\_  
Date