



NOTICE OF TERMINATION
FOR NONTENURED ACADEMIC AND
ADMINISTRATIVE FACULTY
HIRED ON OR AFTER MARCH 1, 2005

NAME:

Address:

YOU ARE HEREBY NOTIFIED, pursuant to Title 2, Chapter 5, Section 5.9.3 or 5.9.4 of the NSHE Code that your employment will terminate ___ days from the effective date of this notice and that you will not be reappointed.

Pursuant to Sections 5.9.5, 5.2.3, and 5.2.4, respectively, you are also informed of the following:

- (1) The effective date of this Notice is the date of delivery, if hand-delivered, or the date of mailing. Notices are deemed received on the date of hand delivery or date of mailing.
- (2) Within 15 calendar days of this Notice, you may submit a written request for a statement of reasons for this Notice to the first official below.
- (3) Within 15 calendar days of receipt of the statement of reasons, you may submit a written request for reconsideration to the first official below.

Recommended: _____
Department Chair/Director Date

Recommended: _____
Dean/Exec Director/ Associate or Assistant Vice President Date

Approved: _____
Provost, Vice President, Director of Athletics Date

Approved: _____
President (For direct reports to President, VPs, & AD only.) Date

The undersigned certifies that this Notice was (Check One):

_____ deposited in the mail, postage pre-paid, addressed as above, on (Date) _____. OR

_____ personally delivered to the above-named person on (Date) _____.

Printed Name: _____ Signature: _____

DISTRIBUTION — Original to Employee. Copies to Human Resources, each Signatory Above.