



**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 on June 30, _____ 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.