

## Instructions to candidates for promotion to Research Associate Professor on preparation of materials (P06)

### 1. Curriculum vitae exclusive of bibliography

There are presently no formatting requirements. You may organize the elements in the CV as you choose to correspond to your focus.

If you would like to overwrite a model curriculum vitae, you may download one at <https://uchicago.box.com/s/m260bi8hvzoy4el9phyopd1eltj0gkn6> . Please pay particular attention, however, to the format of the Past/Present/Pending-Proposed Funding section of the model cv, and be certain that all the elements are represented in yours.

If you are modifying the model, you are welcome to delete any section that is inapplicable to you.

### 2. Bibliography

If you would like to overwrite a model bibliography, you may download one at <https://uchicago.box.com/s/day4d1qlp4vrwktjzyb2phcilwu9bb38>

**As required by the Provost, works must be segregated in the following sections:**

(a) Peer-reviewed publications in the primary literature, exclusive of abstracts [Note that 'pre-prints' (e.g., on <https://www.biorxiv.org> are NOT to be in this section]

(b) Peer-reviewed works in 'non-traditional' outlets [Note that 'pre-prints' (e.g., on <https://www.biorxiv.org> are NOT to be in this section]

(c) Peer-reviewed works accepted or in press [Note that 'pre-prints' (e.g., on <https://www.biorxiv.org> are NOT to be in this section]

(d) Non-peer-reviewed original articles

(e) Books:

*As author:*

*As editor:*

(e) Book chapters:

(f) Other works that are publically available (websites, interviews, publications in the popular press, testimony, computer programs, protocols, reagents, inventions, patents not listed above, etc.) ['Pre-prints' (e.g., on <https://www.biorxiv.org> should be in this section]

(g) Clinical trials that are ongoing and unpublished

(h) Works in review, in preparation, etc. not yet publicly available [list ONLY if available for BSD review]

### 3. Scholarship Statement

*(a) Prefatory [suggested 1-page limit]:*

This section is optional. You may use it to introduce your field of study [remember that many reviewers will not be specialists], or present work that you did prior to achieving your present rank.

*(b) Peer-reviewed work, published or accepted, since the conclusion of postdoctoral training [suggested 2-page limit, although many ignore this limit]:*

This section should summarize/discuss the body of work, its major themes and findings, and explain how it is creative, impactful, and/or significant. It must include ONLY work that has been peer-reviewed and accepted for publication in a peer-reviewed journal (or the equivalent

## **Instructions to candidates for promotion to Research Associate Professor on preparation of materials (P06)**

of these processes) during the appropriate period. That is, work posted on a pre-print server (e.g., <https://www.biorxiv.org>) should not be discussed. Other work (including pre-prints) can be discussed in the following section.

*(c) Work in progress or anticipated; work that has not yet undergone peer review and acceptance for publication [suggested 2-page limit, although many ignore this limit]:*

As described. Limit this section to work that has not undergone peer review and acceptance for publication.

### **4. Exemplary peer-reviewed publications**

1-5 required

You may upload up to five (i.e., five or fewer) that best exemplify your scholarly accomplishments while a research assistant professor at UChicago. These must be published or accepted for publication in a peer-reviewed journal, and cannot be "pre-prints" (e.g., posted in <https://www.biorxiv.org> or other such servers).

### **5. Other supporting documents**

up to 5 optional

These may be in any format, including audio, video, powerpoints, URLs, PDFs, etc.