



**BROWN**  
Division of Biology  
and Medicine

**Biology and Clinical Departments**  
Adjunct Appointment

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- Chair's Letter/Memo with Appointment Rank, Track and Start and End Dates
  
- Adjunct Responsibilities Memorandum of Understanding
  - Responsibilities specifically delineated
  - Signed by Department Chair
  - Signed by Adjunct faculty member in agreement
  
- Candidate's CV in Brown Format
  - Dated
  - Pages numbered
  - D.O.B. on separate page