

Emeritus Nomination Template

(Date)

From: Director, *(Name or College or School)*

To: Provost

Subj: NOMINATION FOR PROFESSOR EMERITUS

Encl: (1) Curriculum Vitae

1. The individual named below is nominated for the title of Professor [or Dean] Emeritus at Marine Corps University (MCU):

- a. Name of Nominee: *(Full Name)*
- b. Date Employed by MCU: *(Day, Month, Year)*
- c. Date of Retirement from MCU: *(Day, Month, Year)*
- d. Rank at Retirement: *(Professor, Dean, etc.)*
- e. Total Years of Service at MCU: *(If a waiver is requested, attach justification)*

2. Statement of Support:

(Why is this individual unique? Summarize how nominee meets the criteria as outlined in paragraph 3 of this regulation. Use additional page, if necessary.)

(Signature)

(Initials and Last Name)