

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 the nominee meets the criteria outlined in paragraph 3 of this regulation. Use additional pages if necessary.)

(Signature)

(Initials and Last Name)