

Department Information: To be Completed by Sponsor				
Faculty sponsor		Division		
Prepared by				Ext
Candidate Mail Code		Candidate Building and Room #		Ext

Appointment Information: To be Completed by Sponsor

Type of Appointment (Fixed or Renewable Term)**		Appointment Start Date	
Salary (Min \$70,264)		Appointment End Date	

Budgets to be Charged: PTA #	Percentage	Federal or Non-Federal Fund

If a candidate is funded by an outside supporting agency (such as Fulbright) list the dollar amount and the supporting agency below. A copy of the award letter MUST BE INCLUDED with this recommendation form.

US\$ for appt. period		Source of funding	
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Health insurance will be paid by:

Special Allowances: Hire On Bonus; One-time Payment

Amount		PTA#	
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Division Approval Process

Faculty Sponsor's Signature		Date	
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Postdoctoral Scholars work under the close supervision of one or more Caltech professorial faculty members. A Postdoctoral Scholar must have an earned doctorate from a duly accredited institution. They are appointed for limited terms, usually one year, and are full-time appointments. There is a nine-year limit on the cumulative time spent as Postdoctoral Scholar and Senior Postdoctoral Scholar. (Ph.D. graduates of Caltech may become Postdoctoral Scholars for up to one year only, for purposes of finishing up research "loose ends.")

**Renewable vs. Fixed Appointment: The renewable term appt is only valuable for foreign nationals who need authorization to work in the US. The renewable gives the postdoc a three-year visa but is renewed yearly. If not renewed, the three-year visa is no longer valid. A two-month notice is required for non-renewal of this appt type. The fixed appt is our typical appt which can be for one year up to three years with no two-month notice required.

NOTE: Recommendations must be submitted to the Division Office at least one week before the Postdoctoral Scholars/Visitors Office submission deadline of 4 weeks for U.S. citizens/perm. Residents and 8 weeks for nonresident aliens

Submit form with CV and 2-3 letters of recommendation to [Stefany Nielsen](#), BBE Division Office