

CALIFORNIA INSTITUTE OF TECHNOLOGY

Recommendation for Appointment

Postdoc (Caltech PhD ONLY)

Full name:						
Last, First, Middle						
Mailing Address						
Phone	Email					
Birthdate MM/DD/YYYY	Birthplace (City Only)					
Birth Country		Gender		Marital status		
Country of Citizensh	ip					
Visa Type If Applicat	ole		Visa Exp Dat	e		
Length of Appointme	ent		Appointment Start Date			
Salary (Min \$70,264)			Appointment End Date			
Budgets to be charge PTA #	ed:		Percentage	Paid By	1	

Approval Signature Date

All graduate students moving to a postdoc position can be appointed for up to one year with approval from the chair. Anything beyond the first year requires approval through the IACC and if given their approval, up to two more years are allowed max. After the approved two to three years, they are expected to move on to another university or a position change will be required. If you believe any of this might be an issue, let me know so we can discuss other job title options. In addition, postdocs are allowed to take vacation time after nine months as a postdoc. If their vacation time is not taken, it may be paid out to the postdocs. More info to come if the appointment goes beyond nine months.

NOTE: Recommendations must be submitted to the Division Office at least 4 weeks before hire date.

Submit form and CV to Stefany Nielsen, BBE Division Office, snielsen@caltech.edu