

Career Enhancement Fellowships for Junior Faculty

Institutional Acknowledgement Form

Department Chair Name:

Department Chair Email Address:

Institutional Official Name & Title:

Institutional Official Email Address:

It is our understanding that _____, a Junior Faculty member at _____ in the department of _____ Is applying for a Career Enhancement Fellowship from Citizens & Scholars.

- I/We confirm that the faculty member named above is available to accept the award from June 2026 to June 2027 (for full year award) OR June 2026 to December 2026 (for six-month award) and will not have any teaching or committee responsibilities during the time frame of the award.
- I/We understand that during the fellowship period:
 - The institution commits to continue the health and medical benefits for this faculty member.
 - The institution will supplement the fellowship funding to allow this faculty member receipt of his/her 2026-2027 academic salary.
 - The faculty member will be released from all institutional responsibilities during the fellowship period including:
 - Teaching
 - Service on committees
 - Student advising
 - Any related activities
- I/We confirm that the faculty member named above is not going up for early tenure.

As of Fall 2025 the faculty member is in year ____ of the tenure clock at our institution. The anticipated date of tenure dossier submission:

Department Chair **Signature:**

Other Institutional Official **Signature:**