**Dossier Checklist and Samples**

Updated Curriculum Vitae in [DMS CV Template](https://s3.us-east-1.amazonaws.com/ut-dms-prod-intranet-s3-bucket/CV-Dell-Medical-School-Template-Feb2021_2021-04-28-192407.docx#asset:184720:url) (with current date in footer)

**Non-tenure track faculty require review in their designated area of excellence and a strong record of accomplishment in one additional area of review.**

**Tenure-track faculty require review in their designated area of excellence and a strong record of accomplishment in all applicable areas of review.**

For all items without a specific guide/template linked, please refer to **Section C** of the [Dell Med General Guidelines for Promotion 2021-2022](https://s3.us-east-1.amazonaws.com/ut-dms-prod-intranet-s3-bucket/Dell-Med-General-Guidelines-for-Promotion-2021-2022_2021-05-07-144223.pdf#asset:190532:url) for a description of each component.

Clinical Expertise:

Candidate clinical statement ([sample](https://utexas.box.com/s/n37pvxqmz1jazbe6bn8tk73qdof4yxmu))

Summary of clinical activities ([sample](https://utexas.box.com/s/acqi8y6f41nzt38nhpmoy4hb1ko86hp3))

Patient outcomes

Honors and awards

Supplemental: Selected clinical innovations

Educational Leadership:

Candidate teaching statement ([sample](https://utexas.box.com/s/us3b0vu888vg7whgmwcf8xfljpwg0ocj))

Summary of instructional activities ([sample](https://utexas.box.com/s/pes2u6syaemqh8opoix97z2jn8llbu2f))

Peer observation reports ([observation forms](https://utexas.box.com/s/x5ax2htjbdr7p0uq87jt2krfg6nn0kss))

Honors and awards

Supplemental: Selected instructional materials (Teaching Portfolio)

Investigation and Inquiry:

☐Candidate Research statement

☐[Publication list template](https://utexas.box.com/s/47gz7mjw58hg8w41dpkavpz53vfbbzfx)

Honors and awards

Supplemental: Five most significant works

Academic and professional service:

Candidate Service statement ([sample](https://utexas.box.com/s/y9ss3vzcgav64tmczwwmmw54hr30due2))

Summary of administrative and professional service activities ([sample](https://utexas.box.com/s/f6uvb3ctrvbh2o0xo3b9vj1pcyun58or))

☐Summary of academic and professionally related public service ([sample](https://utexas.box.com/s/e8txjzz7uyn55ziyovf1zalm680g7mrk))

Supplemental Materials:

Learner evaluations – please clearly label each evaluation (i.e. student, resident, fellow)

Letters solicited from mentees

Additional Statements Folder:

Diversity statement ([sample](https://utexas.box.com/s/yuxtlka7xsvny8de4df7wnu6x1tmloc2))

Additional information on the [Faculty Affairs webpage](https://intranet.dellmed.utexas.edu/public/faculty-affairs).