

SCREENING SUMMARY REPORT FOR (insert name of search)								
<u>Applicant Name</u>	<u>File Complete Y/N</u>	<u>D/N Meet Quals</u>	<u>Meets Quals</u>	<u>Selected for Telephone Interview</u>	<u>Not Selected for Interview</u>	<u>May Be Selected for Interview (if others unavailable) (Include resume with documents)</u>	<u>Selected for Interview</u>	<u>Forwarded as Potential Offeree to Hiring Official (yes or no)</u>
Smith, Joseph		x			x			
Zapeda, Eulalia			x			x		
Beatty, Edward			x				x	

Justification-Committee: (must specify job related reasons for decision). <u>Acceptable</u> <u>response</u> : Applicant doesn't have required Master's degree; doesn't have at least 3 years experience, OR Applicant has required Master's degree and at least 3 years experience. <u>Unacceptable</u> <u>Response</u> : Applicant is not qualified; doesn't meet minimum qualifications; OR Applicant is more qualified than other candidates; meets all qualifications; better fit (not job related).	Justification-Supervisor
No evidence of 3 years prior teaching experience	
Applicant has required degree and years of experience. Applicant has no research background.	
Applicant has Ph.D, 7 years prior experience teaching, experience teaching graduate level courses, and excellent research background	