

JUNIOR PROMOTION (MD)

Application Checklist

This document is for site/program administrator use only. Not for submission.

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| **Candidate Name:**  |
| The following documents are required**:** |
|  | **CHECKLIST** |  |
| 1 | **Online Application form (with documents attached)** | 🞏 |
| 2 | **Letter(s) of Support**:From the Family Physician-In-Chief or approved DFCM Program Director. For EM AND PC applicants, there should be an additional letter of support from the Division Director. Please reference the Letter of Support Template. | 🞏 |
| 3 | **CV** | 🞏 |
| 4 | **Academic Position Description**  | 🞏 |
| 5 | **2-3 INTERNAL Letters of Reference**\*To be solicited by administrator/Chief. Please consult our template. | 🞏 |
| 6 | **Teaching Philosophy Statement** | 🞏 |
| 7 | **Teaching Dossier** | 🞏 |
| 8 | **Teaching Data Summary Table** |  |
| 9 | **Teaching Evaluations** | 🞏 |
| 10 | **Publications (if applicable)** | 🞏 |
| 11 | **Profile Form**  | 🞏 |
| 12 | ***For sustained commitment in Research, ADD:**** **Research statement**
* **Research dossier**
* **Publications**
 | 🞏 |
| 13 | ***For sustained commitment in Creative Professional Activity (CPA), ADD:**** **CPA statement**
* **CPA dossier**
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| **Combine the items above into 1 PDF document:****in the order as they appear above -** using the following naming convention:**“Last\_First\_JrPromotion\_MonthYear.pdf”**Ie. “Smith\_John\_JrPromotion\_January2025” |

Created: November 2024