



Office of the Dean  
5123 Ag Science - North  
Lexington, KY 40546-0091  
859-257-4772  
(Fax) 859-323-2885

## Dossiers

The P&T process requires two identical dossier binders (one original and one copy) and an additional copy (minus the teaching portfolio) in a folder. The Dean's Office provides the two binders with the tabs already inserted.

For dossier sections that are not applicable to a particular faculty member, use the "not applicable" sheets supplied by the Dean's Office.

For the additional copy in a folder, please use a standard manila folder (no three-ring binders, plastic sheets, or other kinds of folders or binders).

If you need additional information, please contact Megan Lucy at [megan.lucy@uky.edu](mailto:megan.lucy@uky.edu) or 257-7249.