**REQUEST FOR VARIANCE IN THE POSTDOCTORAL HIRING PROCESS**

**Department of DEPARTMENT  
COLLEGE OR SCHOOL**

**TERM  
Position Number: NUMBER**

**Principal Investigator: NAME AND TITLE OF PI**

**Statement of Variance:**

I am requesting a variance from the postdoctoral hiring process to appoint the following candidate without a search:

* CANDIDATE NAME

I believe a search would not likely help identify a more qualified candidate than this candidate because RATIONALE.

EXAMPLES OF RATIONALES MIGHT INCLUDE

* THIS CANDIDATE IS ALREADY INTIMATELY FAMILIAR WITH THE RESEARCH TO BE CONDUCTED (E.G. THEY PREVIOUSLY HAVE WORKED IN THE LAB AS A DOCTORAL STUDENT)
* THE PI/SUPERVISOR IS AN EXPERT IN THIS NARROW FIELD AND ALREADY KNOWS ALL CANDIDATES WHO WOULD BE QUALIFIED
* THERE IS A BUSINESS NEED TO HIRE THIS PARTICULAR CANDIDATE
* ANY OTHER RELEVANT DETAILS THAT MIGHT JUSTIFY GRANTING AN EXCEPTION TO THE NORMAL RECRUITMENT PROCESS

NOTE: THIS REQUEST DOES NOT NEED TO BE MORE THAN A FEW SENTENCES IN LENGTH AND SHOULD BE ATTACHED WITH THE [POSTDOCTORAL FELLOW APPOINTMENT REQUEST FORM](https://www.smu.edu/-/media/Site/Moody/deans-office/Postdoc_Appointment_Form.pdf).