

Three Ways to Request Internal and External Evaluations

- **Using the RPT System for All Aspects of the Internal and External Evaluations**
 - Faculty candidate uploads required materials for evaluators into the RPT system.
 - UEO sends requests to evaluators via the RPT system, granting access to the candidate's materials.
 - Evaluations are received directly in the RPT system.
- **Candidate's Materials are Uploaded into Box and the RPT System is used to Request and Receive the Internal and External Evaluations**
 - Faculty candidate materials are uploaded into a Box folder.
 - UEO sends requests to evaluators via the RPT system, including the link to the Box folder in the request.
 - Evaluations are received directly in the RPT system.
- **Internal and External Evaluation Requests Handled Outside of the RPT System**
 - Faculty candidate provides materials to UEO.
 - UEO sends requests via email or hard copy to evaluators.
 - Evaluations are received via email and are manually uploaded into the RPT system in the appropriate internal case section.