

## HONORARY TITLES

### 1. Submitting a recommendation to Senate

Recommendations from a Head of Department for the conferment or renewal of an honorary title should be submitted to the Registrar and Secretary, and should comprise

a) a letter of recommendation, including

- details of the department's intended relationship with the honorary appointee
- the effective date and length of the appointment (up to 5 years)
- the appointee's address for subsequent correspondence

b) a brief *curriculum vitae* (two sides)

c) two external references (not required for renewal of an existing appointment or for a retiring member of staff).

### 2. Honorary titles awarded by the University of York

With the exception of emeritus, honorary titles and renewals are for a fixed term.

Title	Accorded to
<b>Emeritus Professor/ Emeritus Reader</b>	Retired Professors and Readers <i>Nominees should be fully retired; any part-time contract undertaken subsequent to retirement from a full-time position must be completed before an emeritus title becomes effective.</i>
<b>Honorary Professor</b>	Distinguished individuals who have or retain a link with a department: <ul style="list-style-type: none"> <li>• Former Professors of this University, other than those who have retired</li> <li>• Former Professors of other institutions</li> <li>• Distinguished individuals of professorial-equivalent status outside Higher Education</li> </ul>
<b>Honorary Fellow</b>	<ul style="list-style-type: none"> <li>• Retired staff, other than Professors, who continue an association with their department</li> <li>• Individuals outside the University who have an active and continuing association with a department</li> </ul>
<b>Honorary Visiting Professor</b>	Distinguished individuals of professorial or equivalent status who <ul style="list-style-type: none"> <li>• are visiting the University for a term or more, or</li> <li>• collaborate with the University on a regular basis, the title to lapse when the collaboration comes to an end</li> </ul>
<b>Honorary Visiting Fellow</b>	Academic visitors and individuals outside Higher Education, not of professorial status, who <ul style="list-style-type: none"> <li>• are visiting the University for a term or more, or</li> <li>• collaborate with the University on a regular basis, the title to lapse when the collaboration comes to an end</li> </ul>