Program: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Previous

Coordinator/Director: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Review Year: \_\_\_\_\_\_\_\_\_\_\_\_\_

External Consultant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dear[enter consultant’s name here],

[Thank you very much for agreeing to serve as an external consultant for [enter program name here]. We value your time and appreciate that](http://www.stockton.edu/), [while Stockton University may](http://www.stockton.edu/) bear some resemblance to your current or previous institution, some institutional context will assist you in situating this review within our distinctive setting. Please take some time to visit [our website](file:///C%3A%5CUsers%5CCL%5CAppData%5CLocal%5CTemp%5C%20our%20website)  to learn more about the University in preparation for your visit. Below are some links you might find useful:

[**The Stockton University website**](http://www.stockton.edu)

[**Stockton’s History and Values**](https://stockton.edu/about-stockton/index.html)

[**Stockton’s Mission Statement**](https://stockton.edu/president/mission-statement.html)

**[Undergraduate Programs](http://intraweb.stockton.edu/eyos/page.cfm?siteID=209&pageID=40)**

[**Graduate Programs**](https://stockton.edu/graduate/graduate-programs.html)

[**The School of General Studies**](http://intraweb.stockton.edu/eyos/page.cfm?siteID=18&pageID=1)

[the Chair/Coordinator/Director should put links to the program/School/Center or Institute websites in this area and provide access to any relevant data files]

[**Academic Advising and Faculty Precepting**](http://www.stockton.edu/advising)

**[Stockton Center for Community Engagement and Service Learning](http://intraweb.stockton.edu/eyos/page.cfm?siteID=264&pageID=30)**

**[Essential Learning Outcomes](http://intraweb.stockton.edu/eyos/page.cfm?siteID=209&pageID=154)**

[**Academic Assessment**](https://www.stockton.edu/academic-affairs/academic-reporting/index.html)

**[Procedure for Evaluation of Faculty and Library Faculty (2015)](http://intraweb.stockton.edu/eyos/office_of_academic_affairs/content/docs/2015%20Executed%20Procedure%20for%20the%20Evalution%20of%20Faculty%20and%20Library%20Faculty%20MOA%20-%20with%20TOC.pdf)**

[**The IDEA Center**](http://www.theideacenter.org./) **(for student ratings of instruction)**

[**Institutional Key Performance Indicators**](http://intraweb.stockton.edu/eyos/page.cfm?siteID=54&pageID=44)

If you have any questions at all prior to your virtual visit, please do not hesitate to contact [Dean’s name] Dean of the School of [School name] or [name of the Chair/Coordinator/Director] the Coordinator/Director of the [program name] program.

We look forward to your virtual visit to the Stockton.