**Sample Partial Waiver Letter**

Dear Unit Head:

I have been informed of my rights of access, pursuant to Oregon Revised Statute (ORS) 351.065, to the full evaluative file being prepared for consideration of my case for promotion. It is my view that external reviewers’ evaluations should be kept confidential.

I hereby waive in advance my legal right of access to see the evaluative materials submitted by all reviewers external to the University of Oregon in conjunction with my promotion review. I make this waiver with full knowledge of my legal rights under Oregon Law and without duress.

I wish, however, to retain my legal right of access to all evaluative materials submitted by individuals affiliated with the University of Oregon.

I understand that you will inform prospective external reviewers that I have submitted this partial wavier and have agreed voluntarily to forego any legal rights of access to these materials which I possess under Oregon Law.

Sincerely,

[*Candidate*] [*Date*]