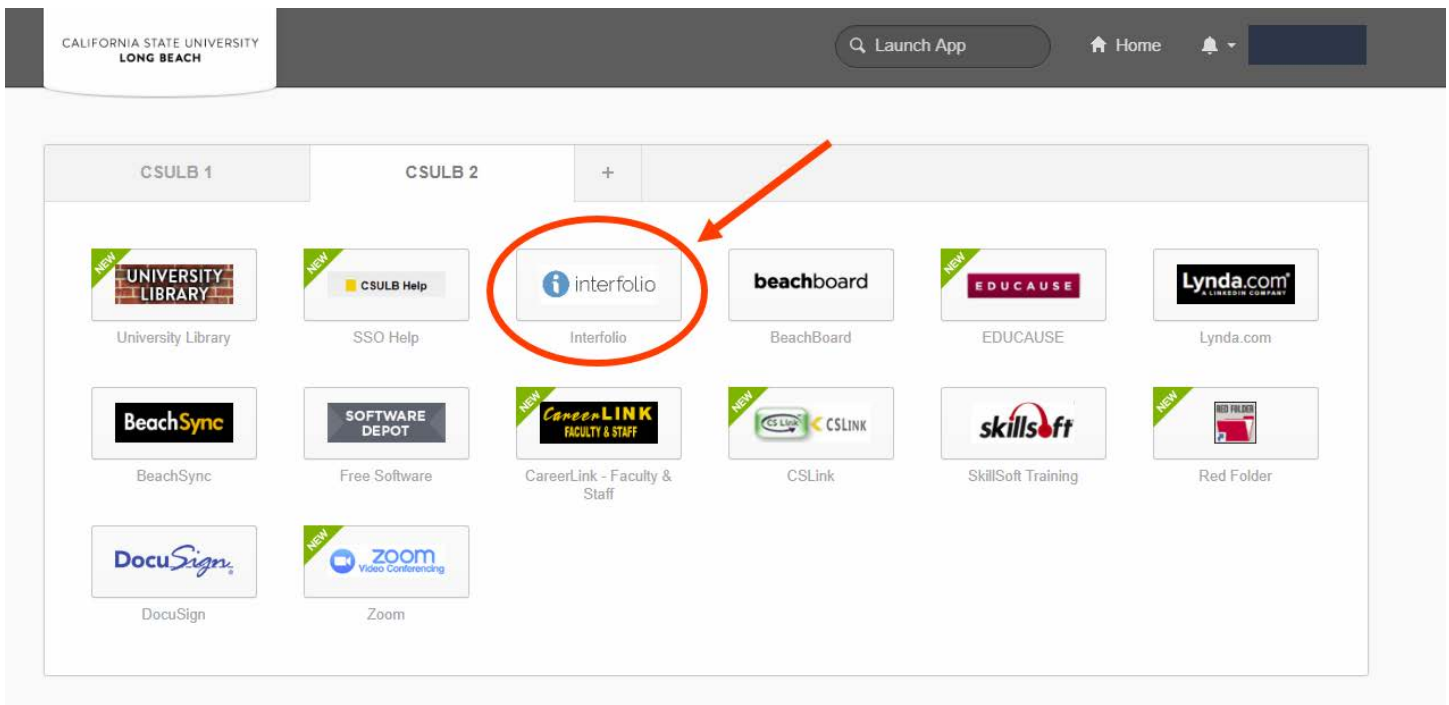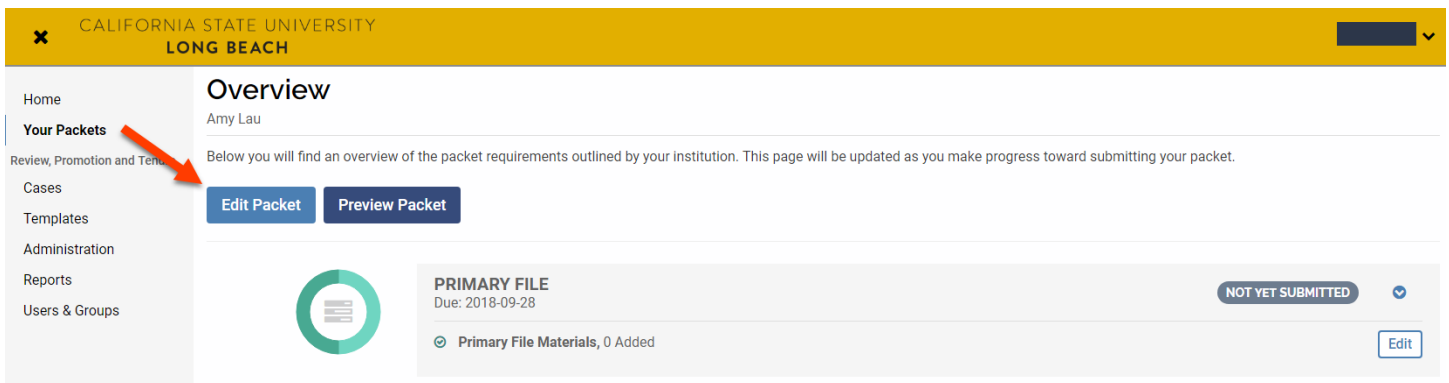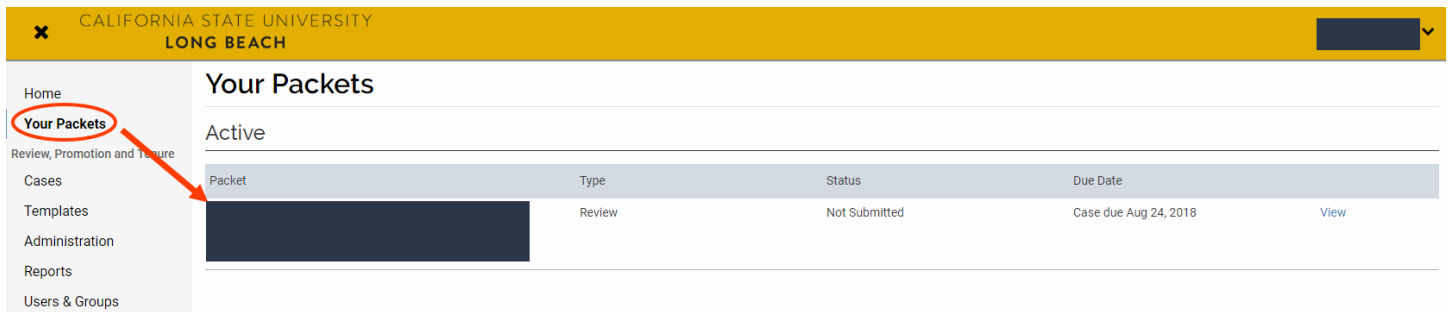## Step 1: Access Interfolio via CSULB's **Single Sign-On** (SSO)

Step 2: Access Your Packet and Click on "**Edit Packet**"

Step 3: **Scroll down** to the **last section** of your packet and click on **"View"** to the right of "REQUEST – Non-Consideration for Promotion"

Step 4: **Check the box** in order to confirm your request for non-consideration for the 2018-19 RTP Review Cycle then **Return to Your Packet**

Step 5: **Submit Your Packet** by clicking **"Review & Submit"** and then **"Submit Section(s)"**

CALIFORNIA STATE UNIVERSITY
LONG BEACH

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Your Packets

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RSCA - Peer Reviewed
Due: Sep 28, 2018

NOT YET SUBMITTED

RSCA - Works In Progress
Due: Sep 28, 2018

NOT YET SUBMITTED

RSCA - Additional
Due: Sep 28, 2018

NOT YET SUBMITTED

PRIOR EVALUATIONS
Due: Sep 28, 2018

NOT YET SUBMITTED

REQUEST - Non-Consideration for Promotion
Due: Aug 30, 2018

NOT YET SUBMITTED

Preview Submission

Submit Section(s)   Cancel

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Program Policies