Heritage University

Adjunct Faculty Application

Fiscal Year: _____

<u>Department (check all that apply)</u>:

ARTS & SCIENCES

☐ Business Administration & Accounting ☐ Psychology ☐ Social Sciences/Criminal Justice

☐ Computer Science ☐ Mathematics ☐ Social Work

☐ Literature & Languages ☐ Nursing ☐ Fine Arts

☐ Humanities & History ☐ Sciences ☐ Other: _____

EDUCATION

☐ Early Childhood Education ☐ Teacher Preparation

☐ Educational Administration ☐ Other: _____

RETURN TO: _____   **COLLEGE OF:** _____
Heritage University   **DEPT.**   _____
3240 Fort Road
Toppenish, WA 98948

Name: _____   ID #: _____

Address/PO Box: _____

City: _____   State: _____   Zip Code: _____

Home Phone: _____   Cell Phone: _____

E-mail Address: _____

<u>**EDUCATION**</u> (All institutions of higher education attended. Copies of unofficial transcripts are acceptable for initial screening *Official transcripts are required after acceptance of employment*)

Institution	Major/Minor	Degree	Date Awarded
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

TEACHING EXPERIENCE (Institutions, courses, levels, and dates; detailed CV may substitute in this section).

Institution	Course/Level	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Check all areas of technology for which you are familiar:

Internet: ☐ E-mail ☐ Online Research ☐ Blogs ☐ Webpage Design
☐ Forums ☐ Chat ☐ Smart Phone applications

List Three References who will have knowledge of your current experience, knowledge, skills and dispositions qualifying you to teach at the University level.

Name	Email Address	Phone Number
_____	_____	_____
_____	_____	_____
_____	_____	_____

Indicate your willingness to teach as to location:

☐ Toppenish ☐ Tri-Cities ☐ Yakima ☐Seattle ☐ Other: _____

I understand that an adjunct faculty appointment for one semester does not create an actual or implied contractual promise for additional or future appointments. I certify that the information contained in this application is correct to the best of my knowledge and understand that any falsification, misrepresentation or omission of facts called for herein will result in my disqualification from further consideration or dismissal from employment in accordance with Heritage University policy.

Applicant Signature: _____ SIGN HERE Date: _____

OFFICE USE ONLY:

Department Chair's Recommendation:

☐ I recommend this candidate for adjunct status. He/she is qualified to teach.
Notes: _____

Chair's Signature: _____ SIGN HERE Date: _____
        Please type name: _____

Provost's Recommendation:

☐ I concur with the Chair's recommendation ☐ I concur; however with the following modifications:
_____

Provost's Signature: _____ SIGN HERE Date: _____

Official transcripts are required. Date ordered: _____ / Attached: ☐ Yes ☐ No