# ECC New Color Logo

 **Office of Human Resources**

**ADJUNCT INSTRUCTOR APPROVAL FORM**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

Attached you will find application materials for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, who has been recommended to teach in the following disciplines: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

***Please mark the campus/school where this instructor will be teaching.***

[ ]  Main Campus [ ]  Rolla [ ]  Sullivan [ ]  Washington [ ]  Dual Credit: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Please indicate which semester this instructor will be teaching.* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Please review the attached information and return to Human Resources as quickly as possible.

Resume/Application \_\_\_\_\_\_\_

Official Transcripts \_\_\_\_\_\_\_

List of References \_\_\_\_\_\_\_

References have been checked [ ]  Yes [ ]  No

Applicant Meets Qualifications [ ]  Yes [ ]  No

[ ]  Recommended for Approval

[ ]  Not Recommended for Approval

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

Division Chair Signature Date

[ ]  Recommended for Approval

[ ]  Not Recommended for Approval

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Vice President of Instruction Signature Date