

Recommendation for Adjunct Instructor Pool

DETAILED INSTRUCTIONS

This is the official form used to recommend a candidate for the Adjunct Instructor Pool. It is initiated by the division dean as part of the employment process. **The information below is required for each instructor candidate finalist:**

Name	The instructor candidate's official name according to the application for employment.
Division:	The official name of the division.
Department:	The official name of the department.
Discipline:	The assigned discipline.
Division Dean:	The signature of the Division Dean.
Vice President of Instruction:	The signature of the Vice President of Instruction.

The division dean must submit this form as part of the hiring documentation for all candidate finalists.