

**Molloy College – Adjunct Faculty Hiring Report**

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

Position Rank: \_\_\_\_\_ New Position: \_\_\_Y \_\_\_N

Replacement for: \_\_\_\_\_ Effective Date: \_\_\_\_\_

Department Name: \_\_\_\_\_ Phone Ext. \_\_\_\_\_

**Candidate Details**

**Adjunct Faculty Category:**

- Classroom Instructor
- Clinical Instructor
- Field Supervisor
- Applied Music Instructor
- Other \_\_\_\_\_

**Level**

- Undergraduate
- Graduate

**Candidates Social Security Number:** \_\_\_\_\_

**APPROVALS**

Department Chair/Dean: \_\_\_\_\_ Date: \_\_\_\_\_

Associate Dean for Academic Affairs: \_\_\_\_\_ Date: \_\_\_\_\_

For Human Resource Dept. Use Only

Person Hired: _____	Date of Employment: _____
Salary Offered: _____	EEO : _____

All requests should be accompanied by: Curriculum Vitae,  
Updated reference verification, copy of highest degree.