



# FACULTY APPOINTMENT REQUEST

(Non-Tenure Track ONLY; Not for TA Appointments)

The Henry M. Jackson School of International Studies  
University of Washington, Box 353650

**NOTE:** Please save and send as an email attachment, or scan.  
Send to ALL of the following: Seia Milin ([smilin@uw.edu](mailto:smilin@uw.edu)),  
Dvorah Oppenheimer ([dvorah@uw.edu](mailto:dvorah@uw.edu)), Kaitlyn Li ([xql@uw.edu](mailto:xql@uw.edu))

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

JSIS Program: \_\_\_\_\_

Name of Person Submitting Form: \_\_\_\_\_

Your Email: \_\_\_\_\_ Your Phone: \_\_\_\_\_

Lecturer Part-Time

Affiliate Faculty

**Quarter**      Fall      Winter      Spring      Summer      \_\_\_\_\_ Year

*List the monthly full-time rate salary below (do not include benefits):*

Salary \_\_\_\_\_ Budget Number \_\_\_\_-\_\_\_\_\_

Salary \_\_\_\_\_ Budget Number \_\_\_\_-\_\_\_\_\_

Salary \_\_\_\_\_ Budget Number \_\_\_\_-\_\_\_\_\_

Course Name and # \_\_\_\_\_ # of Credits \_\_\_\_\_

Course Name and # \_\_\_\_\_ # of Credits \_\_\_\_\_

### **Proposed Faculty Member Information**

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Social Security # or UW Employee ID #: \_\_\_\_\_

Is this individual currently employed at the UW (faculty/staff/student)?      Yes      No

If Yes, in which department? \_\_\_\_\_

Has this individual taught at the UW within the past year?      Yes      No

Does this individual require **OFFICE SPACE** in Thomson Hall?      Yes      No

### **Comments:**