



FACULTY APPOINTMENT REQUEST

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

The Henry M. Jackson School of International Studies

Please save and send as an e-mail attachment, or scan. Please do not submit printed paper forms.

Send to ALL of the following: JSIS Human Resources (jsishr@uw.edu),

Tony English (antengli@uw.edu), Kaitlyn Li (xql@uw.edu)

Date: _____

JSIS Sponsoring Unit (Program, Center, or Central JSIS): _____

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: _____

Date of Birth (MM/DD/YYYY): _____

U.S. Citizenship Status: U.S. Citizen Foreign National Noncitizen National Permanent Resident

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:

Approved By: _____ Date: _____

(JSIS Human Resources Manager or Finance Manager)