



APPLICATION FOR ADJUNCT FACULTY COURSE APPROVAL

Name: _____ SSN: _____

Home Address: _____

Telephone: _____ Home e-mail: _____

Are you a U.S. Citizen or are you legally authorized to work in the U.S.? Yes _____ No _____

Have you ever been convicted of a felony? Yes _____ No _____ If yes, describe: _____

Business Address: _____ Title: _____

Office e-mail: _____

Business Telephone: _____ Fax: _____

I can teach on weekdays: 8 a.m. to 5 p.m. 6 p.m. to 10 p.m. Saturday

If limited to more specific times or days, please indicate: _____

Please check the locations at which you are available to teach:

- Brunswick Goldsboro Greenville Manteo New Bern Raleigh-Durham
 Rocky Mount Washington Wilmington Winston-Salem

EDUCATION

DEGREES EARNED FROM REGIONALLY ACCREDITED INSTITUTIONS	INSTITUTION	MAJOR AREA	DATE

COLLEGE TEACHING EXPERIENCE

INSTITUTION	COURSES TAUGHT	DATES M/YR

RELEVANT OCCUPATIONAL EXPERIENCE

Please attach any additional information.

EMPLOYER	TITLE/RESPONSIBILITIES	DATES M/YR

OTHER RELEVANT INFORMATION YOU WOULD LIKE CONSIDERED AS PART OF YOUR APPLICATION

Feel free to attach additional information that will be helpful in reviewing your application.

REFERENCES

Please list the names, titles, and phone, and email addresses of three professional references. Your references should be prepared to address your effectiveness as an instructor in undergraduate courses and, where possible, with adult students.

1.
2.
3.

Copies of your graduate transcripts must be included with your application. A minimum of 18 graduate hours in the teaching field and a Master’s degree are required. Approval to teach specific courses must be granted by the North Carolina Wesleyan University academic unit prior to teaching assignment. **The University may ask you to request official transcripts from the degree-granting institution(s).**

All information included in this application is true and represents my qualifications and credentials.

Signature _____ Date _____

If you have questions about the approval process, please feel free to contact the staff member with whom you have had contact or call the Office of Academic Affairs at the NCWU Rocky Mount campus (252-985-5136). Thank you for your interest in becoming a part of the Adjunct Faculty at North Carolina Wesleyan University.

North Carolina Wesleyan University is an Equal Opportunity Educational Institution.

Office of Academic Affairs
North Carolina Wesleyan University
3400 N. Wesleyan Blvd.
Rocky Mount, NC 27804

Title IX Coordinator:
Jason Modlin, Ed.D.
Dean of Students/Title IX Coordinator
111 Hardees Student Union
jmodlin@ncwc.edu 252-985-5404

