

**University of North Texas**  
**Office of the Provost and Vice President for Academic Affairs**  
**Adjunct Instructor Recruitment Request Form**  
**Used for Job Codes 0700, 0703, 0710, 0770**

**System ID Number (SIN-assigned by Academic Resources)**

**Submit request through ePAR using the following steps:** Go to “Add a new ePAR.” Enter department organizational ID#. Select “Post a Job” and then “Add.” Then choose the radio button “Non-Position Salaried.” Complete ePAR. For appointment term under Job Posting Instructions, select 4.5 month. Attach this form to the ePAR prior to submission. Postings will remain open on the faculty jobs site for the fiscal year: fall, spring, and summer.

**Funding Source/Chart String:**

---

Revised 10/15/18

**Anticipated Courses or Work Assignment (need not be all inclusive):**

**Minimum Requirements:**

**Preferred Qualifications (i.e. regarding areas of expertise, academic credentials, teaching experience, etc.):**

**Please check any question(s) you would like to include:**

- Of the courses listed, which are you interested in teaching?
- Describe your related teaching/and or research experience and expertise.
- Which semester(s) do you wish to be considered for? Fall, Spring, Summer, or Combination?
- Have you ever been employed by the University of North Texas? If so, in what capacity and last semester employed?
- How many courses do you wish to teach? One, two, three or more?
- What is your schedule availability? Days/Nights; Days of the Week; Location (e.g. Frisco, online courses, etc.)

**Additional questions you would like to include, if any:**