

Fordham University
APPLICATION FOR AN INSTRUCTIONAL STAFF APPOINTMENT

NOTE:

The following pages, which contain the application form, have not yet been revised. Please indicate the position for which the candidate is applying at the top of the first page, e.g. PostDoc, Senior Lecturer, Visiting Assistant Professor, Artist-in-Residence, etc.

Fordham University

APPLICATION FOR AN INSTRUCTIONAL STAFF APPOINTMENT

Name: _____

Academic Unit: _____ Date: _____

MEMBERS OF THE ARTS AND SCIENCES AND BUSINESS INSTRUCTIONAL STAFF

Submit **two** typewritten copies of the application, with supplementary statements, and current curriculum vitae attached to each copy along with **two** copies of supporting material to their Department Chair (for Arts and Sciences Instructional Staff) or their Dean (for the Instructional Staff of Business). A list of supporting material should be enclosed with each set. The Chair or Dean should make one set available for review by members of the Personnel Committee at both Rose Hill and Lincoln Center campuses.

EDUCATION, LAW, RELIGION AND RELIGIOUS EDUCATION AND SOCIAL SERVICE INSTRUCTIONAL STAFF

Submit **two** typewritten copies of the application, with supplementary statements and current curriculum vitae attached to each copy, to their Dean along with one set of supporting material. A list of all supporting material should be enclosed. The Dean should make available all material for the members of the Personnel Committee.

The Chair of the Personnel Committee will arrange for the meeting of the Personnel Committee and send its recommendations with both copies of the full application with accompanying material to the Dean as appropriate.

For the norms governing appointment, see the University Statutes § 4-11.03 and 4-05.03.

I. EDUCATION – UNDERGRADUATE, GRADUATE, POST-GRADUATE

<u>Institution</u>	<u>Degree</u>	<u>Date Awarded</u>	<u>Honors/Awards</u>
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II.

A. ACADEMIC EXPERIENCE (IF PART-TIME, PLEASE INDICATE BY P-T)

<u>Institution</u>	<u>School or Department</u>	<u>Rank</u>	<u>Dates</u>
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B. OTHER PROFESSIONAL EXPERIENCE (IF PART-TIME, PLEASE INDICATE BY P-T)

<u>Organization</u>	<u>Department</u>	<u>Title</u>	<u>Dates</u>
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III. COURSES TAUGHT AT FORDHAM DURING LAST 2 YEARS

<u>Course Number</u>	<u>Title</u>	<u>Average Enrollment</u>
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IV. UNIVERSITY AND PUBLIC SERVICE

A. ACADEMIC ADMINISTRATION

School/Unit

Position

Dates

B. COMMITTEE SERVICE (UNIVERSITY, SCHOOL, DEPARTMENT/AREA)

Committee

Dates

C. SPECIAL ACADEMIC COUNSELING, MODERATORSHIP, ETC.

(Name of organization, nature of work, number of years, and average time per week)

D. SERVICE OUTSIDE FORDHAM UNIVERSITY

(Type of service, i.e., local, state, national agencies or institutions, business, industry or the professions, the public at large; name of organization, if any; amount of time; citations or awards, etc.)

V. RESEARCH, PUBLICATIONS, AND PROFESSIONAL ACTIVITIES

A. Please submit with this form as part of your vita a chronological bibliography by category (according to accepted academic form): all authored or co-authored books; contributions to books; pamphlets; articles; reviews; research reports; scholarly addresses. Include a brief description of research accepted for publication, and research still in progress. Mention should also be made of any other relevant work.

B. EDITORIAL POSITIONS HELD (Give nature of position.)

C. PARTICIPATION AND LEADERSHIP IN PROFESSIONAL ASSOCIATION
(Give name of association, length of membership, extent of participation, committee service, offices held, etc.)

D. SPECIAL RECOGNITION, HONORS, AWARDS, HONORARY DEGREES, BIOGRAPHICAL DICTIONARY LISTINGS, ETC., THAT HAVE A BEARING ON ACADEMIC STATUS
(Give full title of award, organization, date and reason.)

E. GRANTS APPLIED FOR (PURPOSE, DATES)

GRANTS RECEIVED

F. LEAVES OF ABSENCES (Dates, purposes, results)

G. THESES OR DISSERTATIONS AT FORDHAM UNIVERSITY UNDER ACTIVE DIRECTION DURING LAST 3 YRS
(Include BA Honors, MA/MS and Doctoral)

<u>Under Direction</u>	<u>Completed</u>	<u>PhD</u>	<u>MA/MS</u>	<u>BA Honors</u>
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Signature

Date