

**APPENDIX B: FALL/SPRING TEACHING ASSIGNMENT JOLIET JUNIOR COLLEGE
APPLICATION FOR ADJUNCT TEACHING ASSIGNMENT**

Fall 20____ Spring 20____

Name _____
 Address _____
 City _____ State ____ Zip _____
 Phone (home) _____
 Phone (cell) _____
 Phone (work) _____
 E-mail (JJC/Alternate) _____

Seniority Level	
(based on semesters you have been teaching at JJC)	
<input type="checkbox"/>	Level 4 (22 or more)
<input type="checkbox"/>	Level 3 (13-21)
<input type="checkbox"/>	Level 2 (5-12)
<input type="checkbox"/>	Level 1 (1-4)

I would like to teach courses totaling at least contact hours.

I will be available and prefer an assignment during:

<input type="checkbox"/> morning	<input type="checkbox"/> M	<input type="checkbox"/> T	<input type="checkbox"/> W	<input type="checkbox"/> R	<input type="checkbox"/> F	<input type="checkbox"/> SA
<input type="checkbox"/> afternoon	<input type="checkbox"/> M	<input type="checkbox"/> T	<input type="checkbox"/> W	<input type="checkbox"/> R	<input type="checkbox"/> F	<input type="checkbox"/> SA
<input type="checkbox"/> evening (after 4:00pm)	<input type="checkbox"/> M	<input type="checkbox"/> T	<input type="checkbox"/> W	<input type="checkbox"/> R	<input type="checkbox"/> F	<input type="checkbox"/> SA

Preferred Modality	
rank in order of preference	
<input type="checkbox"/>	Face-to-Face
<input type="checkbox"/>	Online
<input type="checkbox"/>	Hybrid

I would prefer (if choosing more than one, rank in order of preference)

<input type="text"/> Main Campus	<input type="text"/> Romeoville Campus
<input type="text"/> Frankfort Education Center	<input type="text"/> Morris Education Center
<input type="text"/> City Center Campus	<input type="text"/> Weitendorf Agricultural Education Center
<input type="text"/> Braidwood (Reed-Custer HS)	Other <input type="text"/>

I am qualified and would be willing to teach the following courses (in order of preference)

- | | |
|-------------------------|-------------------------|
| 1. <input type="text"/> | 4. <input type="text"/> |
| 2. <input type="text"/> | 5. <input type="text"/> |
| 3. <input type="text"/> | 6. <input type="text"/> |

Please submit this form to your Department Chair or Manager, cc your Department Secretary.

For Spring assignments: on or before **October 1st** in the previous Fall semester.
 For Fall assignments: on or before of **February 1st** in the previous Spring semester.

Other comments: