

ADJUNCT NON-STANDARD CONTRACT REQUEST FORM



Name

Credits (TCH)
assigned last
semester:

Kean ID#

Current TCH
assigned:

Semester/Year

TCH for this request:

Cost Center #

Contract
amount:

Teaching or
Non-Teaching

Funds available?

Will it be a recurring
assignment? Y/N

Non-standard rate
reason (if any):

Course Number &
Section:

Room/Location

NON-TEACHING ASSIGNMENT INFORMATION

Short title
assignment

Contracted #
of hours per
week & weeks

Provide a brief description & rationale for any Non-Teaching Assignment request

Provide a brief rationale for any Adjunct Overload request

College Dean

Date:

APPROVED:

NOT APPROVED:

SVPAA

Date: