

ADJUNCT NON-STANDARD CONTRACT REQUEST FORM



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| 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

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| Short title assignment | Contracted # of hours per week & weeks |
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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: