*The University of Vermont*

**Request for a Non-Salaried Adjunct Faculty Appointment**

*Adjunct appointments are valuable tools that represent a real cost, and potential liability, to the University. They should be extended only when there is a valid academic purpose and need for the appointment. The appointment should be of benefit both to the University and the individual to whom it may be extended. If an adjunct appointment is continuing in nature, action should be taken at the College or School level to renew the appointment on an annual basis. The signatures below indicate that the proposed appointment meets these conditions.*

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| ***Adjunct Faculty Appointment Details*** |
| *Name:* |
| *Adjunct Rank/Title (choose one):*\_\_\_ Adjunct Lecturer \_\_\_ Adjunct Associate Professor \_\_\_ Other (specify rank/title) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Adjunct Professor \_\_\_ Adjunct Assistant Professor |
| *Department:* | *College/ School:* |
| *FTE:* **Always 0** | *Term:* |
| *Faculty Sponsor within Department:* | *Expected Length of Appointment:* |

**Rationale in Support of the Adjunct Appointment (include rationale for rank, title, and length of appointment):**

**Consultative Process Including the Faculty in the Department:**

**Description of Expectations of the Individual Associated with the Adjunct Appointment:**

|  |  |
| --- | --- |
| *Department Chair/Equivalent Signature Date* | *Dean Signature Date* |
| *Assistant Dean/Financial Manager Signature Date* | *Provost’s Office Signature Date* |