



PART-TIME FACULTY REQUEST FOR REEMPLOYMENT PREFERENCE

Last name: _____

First name: _____

In support thereof, I certify that:

	(Initial in this column)	HR review
1. I have taught at Hartnell for at least 6 semesters. Date of first hire: _____	_____	_____
2. I have taught at least 10 sections at Hartnell. (for librarians and counselors, at least 1,225 non-instructional hours)	_____	_____
3. I have received at least two satisfactory (or better) performance evaluations in two separate years that include peer evaluations and student evaluations.	_____	_____

Signature _____

Date _____

PLEASE SUBMIT THIS COMPLETED FORM to your dean. The dean will forward to the Human Resources Office for verification and inclusion on the Reemployment Preference list. The form will be filed in your personnel file.

For HR OFFICE use only:

Received _____ Entered in to Colleague _____

Verified _____ Approved for publication _____

Subsequent action: Lost preference? Date: _____

Reason _____