

**OKLAHOMA BAPTIST UNIVERSITY**

*Office of Human Resources*

**PERSONNEL RECOMMENDATION  
ADJUNCT**

**Date Prepared:** \_\_\_\_\_

**Anticipated Semester:** \_\_\_\_\_

Employee/Candidate Information				
Last Name	First Name	MI	Emp ID#	Actual Effective Date
College	Org Key	Online Instruction		State of Residence
		<input type="checkbox"/> Yes <input type="checkbox"/> No		

<input type="checkbox"/> <b>EMPLOYMENT</b> (*Indicate attached documentation below.)					<input type="checkbox"/> <b>RE-EMPLOYMENT</b>	
CRN	Subject	Course #	Section	Course Title	Course Credit	Load Credit
<b>Mileage</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(Actual rate paid in accordance to current OBU policy.)</i>						
Location of Origination					Miles Per Wk	# of Weeks
<b>*First-time Employment Only</b>						
<input type="checkbox"/> Faculty Application <input type="checkbox"/> Resume/CV <input type="checkbox"/> Transcripts				<input type="checkbox"/> Background Check Release <input type="checkbox"/> Faith Statement <input type="checkbox"/> Philosophy of Christian Higher Education Statement		
Prepared and submitted by: _____  _____ <i>Date</i>  _____ <i>Date</i>  _____ <i>Date</i>				<b>NOTES:</b>          		