

CLAFLIN UNIVERSITY



Office of Academic Affairs
400 Magnolia Street
Orangeburg, South Carolina 29115
803-535-5000, 800-922-1276
www.clafin.edu

PROFESSIONAL APPLICATION FORM

Clafin University is an Equal Opportunity Employer

I UNDERSTAND CLAFLIN UNIVERISTY IS AN AT-WILL EMPLOYER AND NOTHING COMMUNICATED EITHER VERBALLY OR IN WRITING DURING THE APPLICATION OR INTERVIEW PROCESS CREATES OR BINDS THE UNIVERSITY TO ANY CONTRACTURAL RIGHTS UNDER STATE LAW. NO SUPERVISOR, MEMBER OF MANAGEMENT, OR EMPLOYEE OF THE UNIVERSITY, EXCEPT FOR THE PRESIDENT, HAS AUTHORITY TO BIND CLAFLIN UNIVERSITY TO ANY EMPLOYMENT CONTRACT FOR ANY SPECIFIED PERIOD OF TIME EITHER VERBALLY OR IN WRITING. I UNDERSTAND IF HIRED I CAN TERMINATE MY EMPLOYMENT AT WILL, AT ANY TIME WITH OR WITHOUT ANY NOTICE AND CLAFLIN UNIVERSITY HAS THE SAME RIGHT TO TERMINATE MY EMPLOYMENT AT WILL, AT ANY TIME, WITH OR WITHOUT ANY NOTICE.

Signature: _____

Date: _____

***Please attach your resume and transcripts (if applicable) to this Application**

Date of Application: _____

Position Title: _____

Please check all applicable options:

Full-time: _____

Part-time: _____

Temporary: _____

Date available: _____

PERSONAL INFORMATION

Name: _____

Phone: _____

(Please include area code)

Alternate Phone: _____

(Please include area code)

Email address: _____

EDUCATIONAL BACKGROUND

Type of School	Name and Address	Years Attended	Graduation Date	Degree
High School		-----N/A-----	-----N/A-----	-----N/A-----
College				
Graduate				
Post Graduate				
Business or Trade				
Other				

Undergraduate Major: _____ Undergraduate Minor: _____

Graduate Major: _____ Graduate Minor: _____

TEACHING EXPERIENCE

Name/Address of Institutions (most recent one first)	Position/Title	Dates
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List in order of preference three disciplines you are qualified to teach:

1. _____
2. _____
3. _____

PROFESSIONAL AFFILIATIONS AND LEARNED SOCIETIES:

You need not disclose membership in professional organizations that may reveal information regarding race, color, creed, sex, religion, national origin, ancestry, age, disability, marital status, veteran status, or any other protected status.

1. _____
2. _____
3. _____
4. _____
5. _____

HONOR SOCIETIES:

1. _____
2. _____
3. _____

4. _____

SELECT PUBLICATIONS (journal articles, monographs, books, technical papers, etc.):

Title	Publisher	Date

Title of Master's Thesis: _____

Title of Doctoral Dissertation: _____

What is your current salary? _____

Are you under contract for the next academic year? Yes____ **No**____

REFERENCES:

Please list the names and addresses (including email) of references relative to your aptitude, professionalism, teaching success, and character.

Name: _____ Phone: _____

Address: _____

Email: _____

Name: _____ Phone: _____

Address:

Email: _____

Name: _____ Phone: _____

Address:

Email: _____

Name: _____ Phone: _____

Address:

Email: _____

Name: _____ Phone: _____

Address:

Email: _____

Pursuant to University Policy No. 200.15: Nepotism, the University does not permit the supervision of an employee by a member of his/her immediate family.

Do you have any relatives that work for Claflin? _____ Yes _____ No

If yes, please provide name, department, and relationship:
