



PART-TIME FACULTY REQUEST FOR REEMPLOYMENT PREFERENCE

Last name:	First name:
Discipline:	Name of Dean/Supervisor:
Telephone:	Email:

I hereby request to be on the District's reemployment preference eligibility list.

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 into Colleague _____

Verified _____ Approved for publication _____

Subsequent action: Lost preference? Date: _____

Reason _____