ADJUNCT INFORMATION SHEET   Semester: _____

ADJUNCT NAME: _____   WIN# _____

Is this a new Adjunct?   YES☐

Is adjunct a Full-Time Employee of Washburn University? YES☐ If yes, Supervisor's Name _____
(Please attach or forward a copy of their supervisor's permission to teach)

DEPT	COURSE# & SECTION	CRN#	Load HOURS	COURSE TITLE	MEETING TIMES	MEETING DAYS

Other pay (pay not based on a credit hour class) i.e. Performance, Faculty Brass Quintet, Clinical Supervisor, etc.

DESCRIPTION	AMOUNT PAID	NEGOTIATED
	$	YES☐
	$	YES☐
	$	YES☐
	$	YES☐

(Address/phone # information required only if this is a new adjunct or if the adjunct has a new address/phone#)

Address _____   Home Phone # _____

_____   Cell Phone # _____

(Please include zip code)

Adjunct Rank: ☐ Master's Degree   ☐ Ph.D/Terminal Degree   ☐ Emeriti   ☐ Special

Recommended Salary **(see below)**: $_____ per load hour

Please base your salary recommendations on the following:

adjunct faculty **with master's degree** $620 per load hour
adjunct faculty **with doctorate/terminal degree** $645 per load hour
adjunct faculty **emeriti** $765 per load hour
adjunct faculty **with special approval** up to $1000 per load hour **(justification must be approved by Dean & VPAA)**