

FACULTY APPLICATION REQUIREMENTS

Complete application packets for faculty employment (and adjunct) include:

- **COVER LETTER**
- **RESUME/CV**
- **REFERENCE LIST**
- **TRANSCRIPTS**
- **DIVERSITY/EQUITY/INCLUSION STATEMENT (FACULTY ONLY)**

DEI Guidance



REFERENCE LIST

Contact information must be included for at least three professional and/or academic references. Email addresses are preferable, however phone numbers will be accepted as well.

TRANSCRIPTS

- Required for highest degree(s) attained;
- Unofficial accepted for application process;
- Official required of selected candidate;
- If graduate hours in relevant teaching discipline are taken from a degree(s) that is not highest attained, a transcript of that degree(s) must also be submitted.

FORMER ADJUNCT OR ALUM?

Have you been an adjunct employee within the last five years? If yes, email employment@una.edu to request that your transcripts be uploaded to your completed application online.

Are you a UNA alum? Scan the QR code to fill out an alum transcript request form.

Alum Transcript Request Form



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