

**FACULTY TRANSFER APPLICATION**

**Eligibility Requirements:**

1. **Must be tenured faculty**
2. **Form must be received by HR within 10 days of job posting.**

# Name Phone Current Dept. Please accept this as my request to transfer to:

## Office of Human Resources

**Email**

Dept.

Job Announcement #

Job Announcement Title

**References:** Provide three current references and contact information.

## Name: Telephone:

1. Name: Telephone:
2. Name: Telephone:

Title: Email: Title: Email: Title: Email:

**Diversity Statement**: Separate from your letter of interest, submit a concise response using only one page to discuss how your course content, teaching and/or counseling methods, and/or librarian services meet the needs of culturally and academically diverse learners. List classes or professional development activities you have participated in that directly relate to working with diverse student populations. (Note: Substitution of "diversity statement" with a "teaching philosophy" document will be automatically disqualified.)

## Attached is my letter of interest.

**Signature Date**