CAL Hiring Request Form

Job Title:

Primary Department:

Date/Semester of Hire:

1. Why are you requesting this position (e.g., sabbatical replacement, resignation, HARP, etc.)?

2. Please provide any relevant enrollment or other class data related to this request:

3. What type of funding is this on/how will you pay for this position? **If this is on a grant please provide extra details or an additional page explaining the type and length of position.**

Approval: Does the Dean or Dean's designee approve of this position?   Yes   No