



College of Law

An Equal Opportunity Employer

Office of Human Resources, 1401 61st Street South, Gulfport, FL 33707
Phone (727) 562-7345 Fax (727) 345-6258 Email: hr@law.stetson.edu

Faculty Application for Employment

Individuals who seek full-time, visiting, and adjunct professor positions at the College of Law should complete this application. If you seek a staff position, please use the general Application available on our employment page. Please answer all questions and attach current curriculum vitae. Curriculum vitae are used for initial screening, but this application must be completed by those invited to on-campus interviews or selected as finalists for any faculty position.

Name (please print): Phone Number:
Email address:

How did you learn about the position?
AALS Stetson Web Friend/Colleague Recruiter Current employee Other (please specify):

Have you ever submitted an application or applied to serve as a professor at Stetson before?
Yes No

Have you ever been employed by Stetson before? (If yes, give dates of employment.) Yes No

Are you currently employed? Yes No

May we contact your present employer? Yes No

May we contact your previous employers? Yes No

Please identify any exceptions and reasons for not contacting your previous or present employers and the earliest date on which we may contact your current employer:

Only U.S. citizens or aliens who have a legal right to work in the U.S. are eligible for employment.

Can you, upon employment, submit documentation verifying your eligibility to work in the U.S.?

Proof of citizenship or work eligibility will be required upon employment. Yes No

To permit a check of your work and educational records, have you ever used any other name?

If yes, please identify names and relevant dates: Yes No

Have you been convicted of, found guilty of, or entered into a plea or pretrial diversion type agreement (regardless of adjudication) for violating any federal, state, or municipal law, other than a minor traffic violation? Answering yes will not automatically disqualify an applicant from employment. Yes No

If yes, please explain:

Please list all bar admissions, professional licenses and certifications:

Type	Issuing State or Entity	Date of Issuance	Active (yes/no)

Have you ever been subject to discipline by your employer, or with regard to any professional license, certification, professional designation, etc., or have you ever had a license, certification, professional designation, or ability to practice any aspect of your profession, etc. suspended, revoked, cancelled, etc. in any state or country? Yes No ***If yes, please explain:*** \_\_\_\_\_

Have you ever been dismissed or forced to resign from any employment, or had a paid or unpaid suspension? Yes No ***If yes, please explain:*** \_\_\_\_\_

Have you ever had any adjudications of academic dishonesty, as a student, professional, or otherwise? Yes No ***If yes, please explain:*** \_\_\_\_\_

Are you a veteran of the U.S. military service? Yes No

If yes, what branch of service? \_\_\_\_\_

Beginning date and ending date of active duty: From: \_\_\_\_\_ To: \_\_\_\_\_

Rank: \_\_\_\_\_

Date and type of discharge from military service: \_\_\_\_\_

Have you ever been subject to military disciplinary? Yes No

If yes, please explain: \_\_\_\_\_

**NOTICE TO APPLICANTS:** This employer complies with the Americans with Disabilities Act of 1990. During the interview process, you may be asked questions concerning your ability to perform job-related functions. If you are given a conditional offer of employment, you may be required to complete a post-job offer medical history questionnaire and/or undergo a medical examination. If required, all entering employees in the same job category will be subject to the same medical questionnaire and/or examination. All information will be kept confidential and in separate files.

**Notice of Campus Security Act**

A copy of the Campus Security (Clery) Act Compliance Document is available at no charge from the Public Safety Department. To receive a copy, call (727) 562-7801, or visit Stetson’s Web site at [www.law.stetson.edu](http://www.law.stetson.edu).

# APPLICANT'S STATEMENT

In processing your application for employment, a consumer report may be ordered. I certify that the answers given above are true and complete to the best of my knowledge. I authorize the investigation of all matters contained in this application and give the Employer permission to contact schools, current and previous employers, references, and others, and hereby release the Employer from any liability as a result of such contact. I understand that misrepresentations, omissions of facts, or incomplete information requested in this application or during the hiring process may remove me from further consideration for employment. In addition, if employed, any misrepresentations or omissions of facts called for in this application or during the hiring process will be cause for dismissal at any time regardless of when discovered without any previous notice.

I understand that, except where otherwise stated in writing by the Vice President and Dean of the College of Law, my employment with the Employer is for no specific term and may be terminated by me or the Employer with or without notice or cause at any time. I further understand that no oral promise, faculty or employee policy, custom, business practice or other procedure constitutes an employment contract or modification of the at-will employment relationship between me and the Employer.

The contents of employee handbooks or personnel manuals, as well as other Employer policies and practices, are subject to change or modification by the Employer, solely at its discretion, without notice. I also understand that no supervisor or other official of the Employer (except its Vice President and Dean, in writing) has the authority to enter into any agreement with me or to make any agreement contrary to the foregoing.

Signature \_\_\_\_\_ Date \_\_\_\_\_

***Stetson University College of Law is an equal opportunity employer. We adhere to a policy of making employment decisions without regard to race, sex, color, religion, national origin, age, disability, marital status, veteran status, sexual orientation, gender identity/expression, genetic information, or other protected status or characteristic.***