



GRADUATE SCHOOL APPLICATION FOR VISITING GRADUATE FACULTY STATUS

New

Renewal

Length of the Visiting Graduate Faculty appointment

Doctorate/terminal degree: 3 yrs

Master's degree: 1 yr

Application deadlines: 2 weeks prior to first class meeting/first meeting with student's committee

To be eligible to serve as Visiting Graduate Faculty, faculty must be academically qualified.

Faculty members are considered academically qualified for graduate teaching positions and to serve on students' committees by meeting either of the following requirements:

1. Have an earned doctorate or terminal degree from a regionally accredited institution. These faculty may also chair graduate committees, and receive the status, **Graduate Faculty**.
2. Have a master's degree from a regionally accredited institution **and** extraordinary teaching and/or scholarly skills that qualify the faculty member to teach and advise in a specific area of expertise. These faculty may also serve on graduate committees and will receive the status, **Graduate Faculty**.

Additionally, faculty must provide support to illustrate currency in teaching and scholarship; this support is generally available in a current vita. Currency is defined by the program director and department chairperson. These definitions are reviewed and endorsed by the Graduate Council.

Faculty qualified under #1 above:

Please complete the application, attach a current vita, and secure signatures of your Graduate Program Director and Department Chairperson. Submit your application to the Graduate School no later than two weeks prior to the first class meeting or first meeting with the student's committee.

Faculty qualified under #2 above:

Please complete the application, attach a current vita, and secure a letter, signed by the program director and/or department chairperson, identifying your **specific areas of expertise** as well as your extraordinary teaching and/or scholarly skills that qualify you to teach and advise in this specific area. Examples of expertise: expertise in aphasia, rather than communication disorders; expertise in early childhood, rather than special education; expertise in gifted education, rather than special education. The Graduate Program Director, Department Chairperson, and College Dean should also sign this application. Submit your application to the Graduate School no later than two weeks prior to the first class meeting or first meeting with the student's committee.

Please print or type the following information.

Faculty Name: _____

Department/College _____

Departments/Colleges in which you will be teaching graduate courses (in addition to or instead of the one listed above)

Please indicate your academic qualification (see descriptions on front of form)
_____#1, terminal degree _____#2, master's degree+

If #2, please indicate the specific course(s) you have been asked to teach based on experience and expertise.

Please consider my application for Graduate Faculty at Minot State University. An updated vita, outlining my currency in teaching and scholarship is attached.

Applicant's Signature

Date

Required Signatures:
I approve the above applicant.

Program Director

Date

Department Chairperson

Date

I have reviewed and approve this candidate's application based on the Graduate Council's recommendation for approval.

Assistant Dean of the Graduate School

Date

Attachments:

_____ Current Vita

_____ Letter of Support (required for Visiting Associate Graduate Faculty status)

Updated August 2018