



**Administrative Request for Adjunct to Teach In
Excess of 8 Units**

Administrator/Dean Making request:

Date of Request:

Adjunct Instructor:

Total Units:

Semester Requested:

Total units taught previous TWO semesters:

***APPROVED* or *DENIED* by Director of Personnel Services:**

Date

*If request date is after the start date of the course requiring that adjunct teach over and above 8 units,
the request will not be approved.*