

Statement of Availability and Course Preference

Name: _____

Semester: _____

Division: _____

Discipline: _____

Note: All adjunct faculty members (including those without reemployment preference) shall submit a Statement of Availability and Course Preference form to the Division Chair or their designee based on deadlines set in the District's scheduling process. The information provided on this form will be used in conjunction with reemployment preference when determining available assignments.

Availability for Teaching Assignments

Use the table below to clearly mark days and time blocks that you are available to accept teaching assignments:

Hour	Mondays	Tuesdays	Wednesdays	Thursdays	Fridays
7:00 a.m.					
8:00 a.m.					
9:00 a.m.					
10:00 a.m.					
11:00 a.m.					
12:00 p.m.					
1:00 p.m.					
2:00 p.m.					
3:00 p.m.					
4:00 p.m.					
5:00 p.m.					
6:00 p.m.					
7:00 p.m.					
8:00 p.m.					
9:00 p.m.					
10:00 p.m.					

Are you available for weekend assignments? Yes / No (circle one)

Would you like to be considered for online teaching assignments? Yes / No

Course Preference

Please list the courses that you would prefer to teach. Preference may be considered during schedule building but does not guarantee assignment of specific classes.