New Faculty Member Information

To assist in completing the application process, please submit:
(1) Curriculum Vitae
(2) Graduate School Transcripts: official copies only from the highest degree earned

Page 1 to be completed by Instructor (please print unless otherwise indicated):

Name

Current Address

Phone

BEST & ALTERNATIVE NUMBERS

E-mail Address

U.S. Citizen: ☐ Yes or ☐ No  If no, explain: ____________________________

NU current or former student: ☐ Yes or ☐ No  Note: After hire all email from NU will come through your NU email account

Educational Background: (list all undergraduate and graduate colleges/universities)
1. ____________________________ Degree earned ____________________________
2. ____________________________ Degree earned ____________________________
3. ____________________________ Degree earned ____________________________
4. ____________________________ Degree earned ____________________________
5. ____________________________ Degree earned ____________________________

Church Affiliation:
Northwest University is affiliated with the Assemblies of God. However, information regarding the church affiliation of faculty members is for reporting purposes only. NU is a place where faculty members from many Evangelical Christian traditions thrive together professionally, relationally, and spiritually.

☐ What church do you currently attend?
☐ Is this an Assemblies of God church? ☐ Yes or ☐ No
☐ If not, besides teaching at NU, have you had any past involvement with the Assemblies of God? ☐ Yes or ☐ No
   Please explain ______________________________________________________________________________________
☐ Do you think of yourself as a Pentecostal or Charismatic?
☐ Do you have Minister Credentials?

Statement of Faith for Northwest University:
• We believe the Bible is the inspired and only infallible and authoritative written Word of God.
• We believe there is one God, eternally existent in three persons: God the Father, God the Son, & God the Holy Spirit.
• We believe in the deity of our Lord Jesus Christ, His virgin birth, His sinless life, in His miracles, in His vicarious and atoning death, in His bodily resurrection, in His ascension to the right hand of the Father, in His personal future return to this earth in power and glory to rule a thousand years.
• We believe in the blessed hope—the rapture of the Church at Christ’s coming.
• We believe the only means of being cleansed from sin is through repentance & faith in the precious blood of Christ.
• We believe regeneration by the Holy Spirit is absolutely essential for personal salvation.
• We believe in water baptism by immersion.
• We believe the redemptive work of Christ on the cross provides healing in the human body in answer to believing prayer.
• We believe the baptism in the Holy Spirit, according to Acts 2:4, is given to believers who ask for it.
• We believe in the sanctifying power of the Holy Spirit by whose indwelling the Christian is enabled to live a holy life.
• We believe in the resurrection of both, the saved and the lost, the one to everlasting life & the other to everlasting damnation.

Your signature indicates you are a follower of Jesus Christ; you respect this Statement of Faith; and you agree to advocate nothing contrary to the Bible, this statement of faith, or the stated purposes of Northwest University.

Instructor Signature ____________________________ Date __________
New Faculty Member Information for:

**Page 2 to be completed by Department Dean/Office Coordinator except where indicated:**

School/College ___________________________ Title (if applicable): ___________________________

Location and/or Modality ___________________________

Supervisor __________________ Faculty Member State of Residence ___________________________

Person Completing Form ___________________________ Phone Number ___________________________

Initial Course(s) ___________________________ Class Start Date ___________________________

Status: ☐ Regular Faculty or ☐ Adjunct Faculty;
Benefit-Eligible: ☐ Yes or ☐ No; In a Current Non-Exempt Position: ☐ Yes or ☐ No

If adjunct is a non-exempt NU staff member, provide the hourly rate for the course being taught: $ ___________________________

GL#: ___________________________ Need to be Hired by: ___________________________

**Number of Weeks in the Course (for payroll) ___________**

**Course Development Hire Date: ___________________________**

**Teaching Hire Date: ___________________________**

**IT CHECKLIST FOR COMPUTER & FURNITURE SET-UP:**

1. ListServs:
   - ☐ Faculty ListServ
   - ☐ Faculty Part-time ListServ
   - ☐ CAPS Faculty Security ListServ
   - ☐ Staff ListServ
   - ☐ Sacramento Faculty ListServ
   - ☐ Salem Campus Faculty
   - ☐ Southern Idaho Site
   - ☐ Other ListServ(s) ___________________________

2. NU current or former student: ☐ Yes or ☐ No

   NU Email Name ___________________________ PREFERRED FIRST NAME TO BE USED

3. Verification from Student Accounts: ___________________________

4. Computer/Phone ___________________________

5. Additional Software ___________________________

6. Power CAMPUS Programs ___________________________

7. Furniture Needed ___________________________

8. Other Requests ___________________________

**HR TO COMPLETE:**

ID#: ___________________________

HR Appointment Date: ___________________________ IS Photo Time: ___________________________

This Form is submitted with CV & School Transcripts to the Provost’s Office or College of Adult and Professional Studies

**NORTHWEST UNIVERSITY APPROVAL:**

Dean __________________ Date __________________

Provost __________________ Date __________________

Human Resources __________________ Date __________________