UNLV DEPARTMENT WORKSHEET
for International Scholars in TN (Trade NAFTA) Status

DEPARTMENT INFORMATION
(If a question does not apply, please indicate "N/A." Do NOT leave blank).

1. UNLV department:
2. Name of department contact person:
3. Department contact's phone extension:
4. Department contact's email address:
5. Job title of position offered:
6. Name of international scholar to be hired for offered position:
7. International scholar contact information: Email: ( ) Fax: ( )
8. Annual salary:
9. Anticipated start or continuation date of employment: Month ( ) Day ( ) Year ( )
10. Anticipated end date of employment: Month ( ) Day ( ) Year ( )
11. Number of hours to be worked per week:
12. Number of workers international scholar will supervise (if any):
13. Name and job title of international scholar's immediate supervisor:
14. Type of degree **required for this position**:
15. Field of degree **required for this position**:
16. Years of experience **required for this position**:

17. BRIEF JOB DESCRIPTION/DUTIES TO BE PERFORMED (Required):

18. Please attach a copy of the job announcement.
19. Please attach a copy of the contract or offer letter.

Department request and authorization:
I HEREBY REQUEST the Office of International Student and Scholars to prepare documentation to classify the person named herein as a "TN" and that this visitor might fill a temporary appointment on the UNLV campus.

Signature of Chair, Dean or Director **Print Name and Title** **Date**