



School of Rehabilitation Therapy  
Louise D. Acton Building  
31 George St.  
Queen's University, Kingston, ON, K7L 3N6  
Tel. 613-533-6103 Fax. 613-533-6776

NAME: \_\_\_\_\_ E-mail: \_\_\_\_\_ TEL: \_\_\_\_\_

**APPLICATION TO HOLD AN ADJUNCT ACADEMIC STAFF, GROUP I APPOINTMENT**

**IMPORTANT**

**THIS FORM MUST BE RETURNED TO CAITLIN MACDONALD ([Caitlin.macdonald@queensu.ca](mailto:Caitlin.macdonald@queensu.ca))  
DEPARTMENTAL ASSISTANT BY APRIL 30, 2020**

**In order for the University to process an Adjunct Academic Staff Group I appointment, the following is required: 1) One page Resume (to include mailing address); 2) Social Insurance Number; 3) Date of Birth**

**To be eligible to apply for an Adjunct Academic Staff Group I appointment, you must meet one of the following criteria (please tick):**

- I have offered to be the primary Clinical Supervisor for one or more students between: June 2019 to May 2020.
- I am a research collaborator with \_\_\_\_\_.  
(Name of faculty member)
- I am the coordinator of student placements for my facility.

---

**My resume is enclosed:**

**My Social Insurance Number is:** \_\_\_\_\_

**My Date of Birth is: (dd/mm/yy)** \_\_\_\_\_

**PLEASE NOTE** that Adjunct Academic Staff Group I appointments have a duration of one year **ONLY** normally starting July 1 to June 30 of the following year. **However, new appointments will be processed periodically during the year.** Appointees will receive a letter signed by the Director of the School of Rehabilitation Therapy. Adjunct Academic Staff Group I appointments provide electronic access to the Library. Upon receipt of the appointment letter, individuals, who wish to access the Library must contact Svetlana Rytchkova at [rychkova@queensu.ca](mailto:rychkova@queensu.ca).