

Interview Requisition			
Reference Number 15.00 Forms	Board Approval 10/2006	Effective Date 11/01/2015	Page 1 of 1

Position title: _____

Candidate: _____ (Attach resume, application, disclosure, reference checks)

Address: _____

_____ City State Zip

Target date for campus visit: _____ (Attach itinerary)

Approximate cost to bring candidate to campus:

- Fly \$ _____
- Drive \$ _____
- Lodging \$ _____
- Meals \$ _____
- Local \$ _____
- Other \$ _____

Comments: _____

Requested by: _____ Date: _____

Department budget & line item number for charge(s): (this is required)

Department: _____

Funding source /Acct. number: _____

Approvals

VP/Cabinet Member: _____ Date: _____