

REQUEST TO INTERVIEW
Office of Human Resources

Position Title: _____ **Job Opening Number:** _____

Department: _____

Search Committee/Chair have completed Search Committee Training: **Yes** **No**
<http://www.bgsu.edu/offices/oed/search-committee/index.html>

List Candidates/Applicants requesting to be interviewed by telephone or on campus (with rationale attached):

Please note: Candidates must meet minimum qualifications before being interviewed for the position.

Committee Chairperson

Date

Dean/Associate/Assistant Vice President/Hiring Authority

Date

Signature of HR

Date