

APA / AIA PLACEMENT SERVICE REGISTRATION FORM

JULY 1, 2009 — JUNE 30, 2010

INSTITUTIONS

Please **TYPE** or **PRINT CLEARLY**

Institution Name _____ (For Office Use)
 Institutional Representative _____
 Address _____

 City, State, Postal Code _____
 Country _____
 Telephone _____ Fax _____ E-Mail _____

_____ represents our institution. S/He belongs to the: APA AIA Both Assns. Neither Assn.
 (Print Name of Representative)

Our college/university is an **Institutional** member of the: APA AIA Both Assns. Neither Assn.

As the Institutional Representative, I have read and agree to follow the *Guidelines* governing the use of the Placement Service.

(SIGNATURE OF INSTITUTIONAL REPRESENTATIVE IS REQUIRED)

PLACEMENT SERVICE PACKAGES:

- COMPREHENSIVE SERVICE (E-MAIL)** **\$300.00**
 A) ADVERTISEMENT in *Positions for Classicists and Archaeologists*
 B) Use of the INTERVIEWING FACILITIES / APA INTERVIEW SCHEDULING at the Annual Meeting
 C) One copy of the PLACEMENT BOOK
 D) A subscription, via E-MAIL, to *Positions for Classicists and Archaeologists*
- COMPREHENSIVE SERVICE (U.S. POSTAL SERVICE)** **\$350.00**
 Includes "A," "B," and "C" listed above, and U.S. Postal Service delivery of *Positions* Subscription

SUBSCRIPTION TO POSITIONS FOR CLASSICISTS AND ARCHAEOLOGISTS ONLY:

- Via **E-MAIL** **\$25.00**
- Via **U.S. POSTAL SERVICE** **\$50.00**

OTHER SERVICES AVAILABLE:

- ADVERTISEMENT ONLY (Pre-Convention - July 1, 2009 through January 15, 2010)** **\$100.00**
 One time insertion in *Positions*, PLUS job announcement posted on APA Web Site
- ADVERTISEMENT ONLY (Post-Convention - January 16, 2010 through June 15, 2010)** **\$75.00**
 One time insertion in *Positions*, PLUS job announcement posted on APA Web Site
- PLACEMENT SERVICE BOOK ONLY** **\$45.00**

PAYMENT OPTIONS:

Return this form with payment to:

**American Philological Association
 Placement Service
 292 Claudia Cohen Hall
 University of Pennsylvania
 249 S. 36th Street
 Philadelphia, PA 19104-6304
 FAX: 215-573-7874**

(After August 1, 2009, please consult
www.apaclassics.org for the APA's
 new address.)

- CHECK Total Enclosed _____
 MONEY ORDER
 VISA
 MASTER CARD

 (Credit Card Number) (Exp. Date)

 (Signature)

- SEND INVOICE _____
 (**MUST** PROVIDE PURCHASE ORDER NUMBER.)

THIS IS NOW A 2-PAGE FORM. IF PLACING AN AD, PAGE TWO *MUST* BE COMPLETED.

This page MUST be completed if your institution is placing an advertisement with the Placement Service.

If any institution advertises more than one position during the Placement Service year, a separate form (Page 2 Only) *MUST* be completed for *EACH POSITION* that is listed.

Institution Name _____

Month/Year Advertisement Will Appear in *Positions*: _____

Position Title _____

Position Rank (*check ONE response only*):

- | | |
|--|---|
| <input type="checkbox"/> Lecturer | <input type="checkbox"/> Instructor |
| <input type="checkbox"/> Assistant Professor | <input type="checkbox"/> Visiting Assistant Professor |
| <input type="checkbox"/> Associate Professor | <input type="checkbox"/> Visiting Associate Professor |
| <input type="checkbox"/> Professor | <input type="checkbox"/> Visiting Professor |
| <input type="checkbox"/> Open | <input type="checkbox"/> Other: _____ |

Position Type (*check ONE response only*):

- | | |
|---|---------------------------------------|
| <input type="checkbox"/> Non Tenure-Track | <input type="checkbox"/> Tenure-Track |
| <input type="checkbox"/> Tenured | <input type="checkbox"/> Open |
| <input type="checkbox"/> Adjunct | |

Is This Position:

- Approved / Definite
- Possible / Pending Budgetary Approval

Our institution plans to conduct interviews at the Annual Meeting Yes No

If any members of your search committee have any special needs, please call our office prior to the convention (Phone: 215-898-4975) so that we can ensure all facilities are ADA compliant.

According to the APA Placement Guidelines, institutions are required to notify the APA of the outcome of each advertised position, including the following information: whether search was suspended or cancelled; full name and gender of person hired; rank and type of position; whether job is a new position/line in your department. In the Spring, a questionnaire will be sent to your institution for this purpose, and we ask that you respond via fax or snail-mail in a timely manner. This information will be entered into the Placement database for statistical purposes and will be published in the "University and College Appointments" section of the June issue of the Newsletter.

JULY 1, 2009 — JUNE 30, 2010

CANDIDATES

Please **TYPE** or **PRINT CLEARLY**

Name _____ (For Office Use)
 Address _____

 City, State, Postal Code _____
 Country _____
 Phone _____
 E-mail Address _____

I am currently a member of the: APA AIA Both Associations (To utilize the Placement Service, APA or AIA membership **MUST** be current.)

When did you pay your 2009 association membership dues? _____

COMPREHENSIVE SERVICE PACKAGES*:

To purchase the **Early Rate Comprehensive Package**, registration forms and payment **MUST BE RECEIVED (NOT POSTMARKED)** at the APA Office by **NOVEMBER 16, 2009. THERE WILL BE NO EXCEPTIONS.**

- EARLY RATE COMPREHENSIVE SERVICE (E-MAIL) \$20.00**
 A) Some ADVANCE NOTICE of SCHEDULED INTERVIEWS taking place at the Annual Meeting (via e-mail)
 B) Use of the INTERVIEWING FACILITIES at the Annual Meeting
 C) ONE page in the PLACEMENT BOOK for the publication of candidate's CV (**Due Oct. 2, 2009**)**
 D) A subscription, via E-mail, to *POSITIONS FOR CLASSICISTS AND ARCHAEOLOGISTS*

- EARLY RATE COMPREHENSIVE SERVICE (U.S. POSTAL SERVICE) \$35.00**
 Includes "A," "B," and "C" listed above, and U.S. Postal Service Delivery of *POSITIONS* subscription**

**** Placement Service registration fee MUST be paid by October 2nd if you intend to have your CV published.**

- LATE RATE COMPREHENSIVE SERVICE PACKAGE (E-MAIL) (begins November 17, 2009) \$50.00**
 Includes "B" listed above, and an E-mail Subscription to *POSITIONS*

- LATE RATE COMPREHENSIVE SERVICE PACKAGE (U.S. POSTAL) (begins November 17, 2009) . . . \$65.00**
 Includes "B" listed above, and U.S. Postal Service Delivery of *POSITIONS* subscription

OTHER SERVICES AVAILABLE:

- PLACEMENT SERVICE BOOK \$45.00**
- For **EARLY RATE COMPREHENSIVE SERVICE** Customers Only:
 One **EXTRA PAGE** in PLACEMENT BOOK. **\$10.00**

Return this form with payment to:
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Placement Service
292 Claudia Cohen Hall
University of Pennsylvania
249 S. 36th Street
Philadelphia, PA 19104-6304
FAX: 215-573-7874
 (After August 1, 2009, please consult www.apaclassics.org for the APA's new address.)

TOTAL PAYMENT ENCLOSED: _____

- Check
- Money Order
- Visa
- MasterCard

Card Number _____ Exp. Date _____

Signature _____

FOR ALL JOB CANDIDATES - CONTINUE AND COMPLETE PAGE 2 OF THIS FORM.

- Check here if you are **NOT** a job candidate but are enrolling in the service **ONLY** to receive copies of *Positions*. All individuals who are seeking jobs **MUST** submit the second page of this registration form.

If you plan to attend the Annual Meeting, and if you have any special needs, please call our office prior to the convention (Phone: 215-898-4975) so that we can ensure all facilities are ADA compliant.

The AIA/APA Joint Committee on Placement strongly encourages candidates to answer **ALL** the questions on this registration form. Your cooperation makes it possible for us to collect accurate statistics and to analyze trends in placement and hiring in the discipline with a view toward correcting inequities. Demographic information from this form will be matched up anonymously with statistics on interviews and hiring for aggregate data collection only. Information on individuals will not be released to any individual or organization.

<p>What is your sex?</p> <p><input type="checkbox"/> Male <input type="checkbox"/> Female</p>	<p>What is your age group?</p> <p><input type="checkbox"/> Under 30 <input type="checkbox"/> 30-39 <input type="checkbox"/> 40-49</p> <p><input type="checkbox"/> 50-59 <input type="checkbox"/> 60 +</p>
<p>What is your marital status?</p> <p><input type="checkbox"/> Single <input type="checkbox"/> Married</p> <p><input type="checkbox"/> Other long-term relationship</p>	<p>What is your citizenship status?</p> <p><input type="checkbox"/> U.S.</p> <p><input type="checkbox"/> Canadian</p> <p><input type="checkbox"/> Non-citizen resident of the U.S.</p> <p><input type="checkbox"/> Non-citizen resident of Canada</p> <p><input type="checkbox"/> Other (please specify): _____</p>
<p>How often have you sought employment through the APA/AIA Placement Service?</p> <p><input type="checkbox"/> This is the first time <input type="checkbox"/> Once before</p> <p><input type="checkbox"/> Twice before <input type="checkbox"/> Three times before</p> <p><input type="checkbox"/> Four or more times before</p>	<p>What is your current employment status?</p> <p><input type="checkbox"/> Graduate Student <input type="checkbox"/> Part-time / Adjunct Faculty</p> <p><input type="checkbox"/> Full-time Primary/Secondary School <input type="checkbox"/> Full-time / Non-Tenure Track</p> <p><input type="checkbox"/> Full-time / Tenure-Track <input type="checkbox"/> Full-time Tenured</p> <p><input type="checkbox"/> Administration <input type="checkbox"/> Unemployed</p> <p><input type="checkbox"/> Other Non-Academic Employment</p>
<p>What university granted (or will grant) your Ph.D. (or equivalent degree)?</p> <p>_____</p> <p>Year your Ph.D. (or equivalent degree) was/is:</p> <p><input type="checkbox"/> Earned _____</p> <p><input type="checkbox"/> Anticipated _____</p>	<p>What is your principal area of interest? (Please check ONLY ONE response.)</p> <p><input type="checkbox"/> Greek Literature <input type="checkbox"/> Latin Literature</p> <p><input type="checkbox"/> Greek History <input type="checkbox"/> Roman History</p> <p><input type="checkbox"/> Ancient Philosophy <input type="checkbox"/> Art/Archaeology</p> <p><input type="checkbox"/> Linguistics <input type="checkbox"/> Comparative Literature</p> <p><input type="checkbox"/> Religion <input type="checkbox"/> Other _____ (please specify)</p>
<p>What is your race/ethnicity? Please select <i>ONLY ONE</i> response.</p> <p><input type="checkbox"/> Aboriginal Peoples (Canada)</p> <p><input type="checkbox"/> American Indian or Alaska Native</p> <p><input type="checkbox"/> Asian</p> <p><input type="checkbox"/> Black or African American</p> <p><input type="checkbox"/> Hispanic or Latino/a</p> <p><input type="checkbox"/> Native Hawaiian or Other Pacific Islander</p> <p><input type="checkbox"/> White</p> <p><input type="checkbox"/> Other (please specify) _____</p>	<p>How many positions do you plan to apply for this year?</p> <p><input type="checkbox"/> 1-5 <input type="checkbox"/> 6-10 <input type="checkbox"/> 11-20 <input type="checkbox"/> Over 20</p>
	<p>How many scholarly articles do you have in print or accepted for publication?</p> <p><input type="checkbox"/> None <input type="checkbox"/> 1 - 2 <input type="checkbox"/> 3 - 4 <input type="checkbox"/> 5 - 9 <input type="checkbox"/> 10 +</p>
	<p>Do you have a book or monograph in print or accepted for publication?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

Please return this completed form to the address listed at the bottom of Page 1.