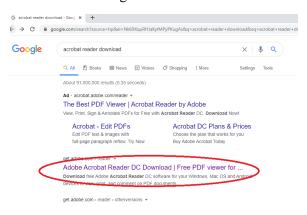


Information Technology Services

How to Work With Fill-In PDF Forms

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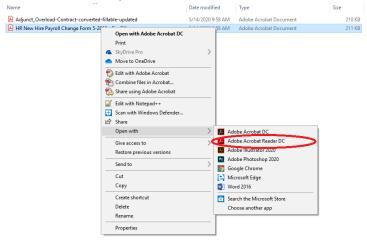
If you do not have Acrobat Reader on your Desktop or Laptop, your system, by default, will open your PDF's in <u>Microsoft Edge</u> or <u>Internet Explorer</u>. You will not be able to edit or fill in. Right-click the PDF and go to Acrobat Reader. Upon your first use of Acrobat, it will ask you if you want Acrobat to be your

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		during the semester which results in more than 24.75 hours per week. Please initial here
	5.	If an adjunct teaches any portion of a class before it is cancelled, the adjunct will receive \$100 plus be compensated.
	6.	Adjunct faculty are eligible for benefits associated with Social Security, Worker's Compensation and New Jerr at the end of the third consecutive semester, Additionally, the College provides selected benefits such as to semesters, selected non-credit courses and encourages participation in HCCC Faculty/Staff Development semi
	7.	All members of the College's staff are under obligation to become familiar with the general policies, practice relevant regulations pertaining to students. Such information is provided in the Employee and Faculty Handb Catalog, and through the Faculty Orientation. Completion of mandatory online Anti-Harassment/Title IX and I
		ACCEPTANCE OF CONTRACT (All signatures required before forwarding to Human Resources)
F	aculty N	
		(All signatures required before forwarding to Human Resources) Omar K Williams Digitally signed by Omar K. Williams
		(All signatures required before forwarding to Human Resources) Omar K. Williams Digitally signed by Omar K. Williams Date: 2020.05.14 10:28:08 -04'00'