

Search Letter M.A.C. II. II. II. C. D. (T) P. H. N. II.

Date

<<Job Seeker's Name>>

<<Address>>

<<City>>, <<State>>, <<Zip Code>>

Dear <<Job Seeker's Title and Name>>:

Thank you for your expression of interest in teaching as a part-time faculty

member in the University of Scranton. Your application and your resume are under review.

degree and

years of experience

We appreciate your interest in the University of Scranton and wish you well in
your future endeavors.

Sincerely,

<<Department Chair>>