

**Georgia Southwestern State University**

**AFFIRMATIVE ACTION CHECKLIST  
Full-Time Administrative and Academic Appointments**

1. Position applied for:

2. Recommended applicant:

3. Race/Sex: \_\_\_\_\_ / \_\_\_\_\_

4. Date of application:

5. Date position offered:

6. To begin:

7. Total number of applicants:

8. Social Security #

	Black	Hispanic	Asian	American Indian	White & Other	Multi-racial	Unknown	Total
Female								
Male								

**9. Number of applicants considered for final review:**

	Black	Hispanic	Asian	American Indian	White & Other	Multi-racial	Unknown	Total
Female								
Male								

**10. Number of applicants invited to visit campus:**

	Black	Hispanic	Asian	American Indian	White & Other	Multi-racial	Unknown	Total
Female								
Male								

**11. Number of applicants declining offered position:**

	Black	Hispanic	Asian	American Indian	White & Other	Multi-racial	Unknown	Total
Female								
Male								

**12. Include a statement describing special efforts to attract minority applicants for this position. (Use back or attach separate sheet.)**

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_