December 18, 2017

Hootie Owl

123 Hustlin’ Owls Drive

Klamath Falls, OR 97601

Dear Hootie:

This letter confirms your screening interview for the Assistant Professor position in the Communication Department in the College of Health, Arts, and Sciences at Oregon Tech. Details regarding your interview are listed below.

Date: December 17, 2017

Time: 2:00 pm – 2:30 pm

Details: The search committee will call you from 541.885.0000.

The search committee is looking forward to meeting with you. If you have questions, please contact me at 541.885.5555.

If an accommodation related to a disability is needed for this process, requests should be made by [two days before interview] to Sarah Henderson in the Office of Human Resources at 541.885.1028 / [sarah.henderson@oit.edu](mailto:sarah.henderson@oit.edu).