



LIFECHIROPRACTIC

COLLEGE WEST

February 20, 2015

Stephen Mitchell Halloran
5051 El Don Drive #306
Rocklin, CA 95677

IN RE: POSITION OF ADJUNCT FACULTY, BASIC SCIENCES

Dear Dr. Halloran,

Life Chiropractic College West (LCCW) is pleased to offer you the part time position of Adjunct Faculty, Philosophy. Your compensation based on meeting predetermined performance expectations will be **\$60.00 hourly**.

In this position, you will report to the Department Chair, Sue Ray, and your working hours may be discussed with your supervisor.

Effective upon your first date of employment, you and your immediate family are entitled to complimentary chiropractic care in the Monte H. Greenawalt Health Center located on campus. You may follow this link to begin the new patient intake forms. <https://onlineapplication.lifewest.edu/NewPatientForm.php>

In the event you are agreeable to this offer of employment, please print, sign, date and scan this offer letter to me. This action will begin the process of starting a required background investigation; issuance of pre-employment required online trainings; and personal contact from me with regard to HR forms completion.

Please note that employment with LCCW is "at will" – an employee is free to terminate his/her employment at any time, with or without reason and LCCW has the right to terminate employment at any time with or without reason.

Authorization to Work

Please note that this offer of employment is contingent upon your ability to provide, within three (3) business days of your first day of employment, a completed I-9 form and acceptable original documents that will establish your identity and authorization to work in the U.S. in compliance with the Immigration Reform and Control Act of 1986, a federal law. For your information, a list of acceptable verification documents is enclosed. It is Life Chiropractic College West's practice to require that these original identification documents be presented to Human Resources on your first day of employment, so please remember to bring them at that time. On your first day of employment you will meet with Human Resources to review and complete the forms you must complete as part of your orientation process.

Acceptance

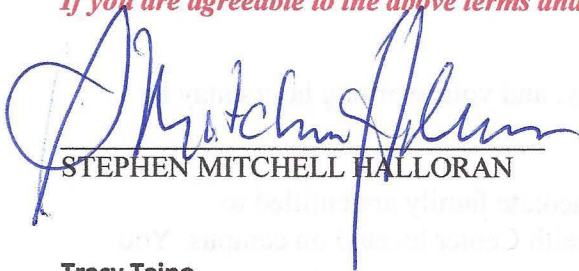
This offer letter is contingent upon the following:

- Successful completion of background and reference checks;
- A start date to be mutually agreed upon, but no later than April 6, 2015

If you have any questions please feel free to contact me. I look forward to meeting you in person; congratulations on your appointment!

Sincerely yours,
Tracy Taino
HR Assistant
Human Resources

If you are agreeable to the above terms and conditions, please print, sign, date and scan to me by email.


STEPHEN MITCHELL HALLORAN

20 February 2015
DATE

Tracy Taino
HR Assistant
510.780.4544
ttaino@lifewest.edu

Life Chiropractic College West
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Hayward, CA 94545