

Faculty Credential and Qualification Form

To be completed by hiring department.

Name of new hire

Department

Rank

Section I: Qualifications for Standard Case

1) Anticipated Disciplines (Areas) Approved to Teach:

Discipline or areas of teaching focus. (It is essential to have a terminal degree in discipline or related discipline to teach upper division courses. Terminal degree in discipline or related discipline is preferred for lower division courses but Masters with relevant work experience/professional certification would suffice as well)

Discipline	Level (ug/g)	Courses They Are Likely to Teach
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

2) Academic Degrees Earned (as stated on transcripts):

Degree	Discipline	University	Terminal (y/n)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

3) Dissertation/Thesis Title:

4) Professional Licensures and/or Certifications (if required by program):

Title/Name	Awarding Agency
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

If faculty qualifications for teaching courses in the target discipline at the desired level cannot be established with the SACSCOC standards and academic degrees listed on this page, an exceptional case must be detailed in Section II of the form. If the standard has been met, skip to section III.

5) Other relevant qualifications, awards and/or grants not covered above:

Section III: Approvals

Chair Name

Chair Signature

Date

Dean Name

Dean Signature

Date

Provost or Designee Name

Provost or Designee Signature

Date