**Justification of Faculty Qualifications**

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| **Name:** |       | **Position:** |  |
| **Assigned College or Dept for Appointee:** |  | **Other:** |       |
| **School:** |  | **Teaching Discipline:** |       |

**Degree Information** (attach a copy of the official transcript and highlight, in yellow, the degree information);***official*** *transcript to be retained in Dean’s office)***:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Highest Degree Earned:** |       | **Date Earned *(mm/yyyy)*:** |       |
| **Institution & Location:** |       |
| **Discipline:** |       |
| **Highest Applicable Degree Earned:** |       | **Date Earned *(mm/yyyy)*:** |       |
| **Institution & Location:** |       |
| **Discipline:** |       |

**Requested Course Assignments** *(U – Undergraduate or G – Graduate)***:**

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| --- | --- | --- | --- | --- |
| **Subj Code** | **Course #** | **CR** | **U or G** | **Course Title** |
|       |       |       |       |       |
|       |       |       |       |       |
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**Justification of Qualifications:** If faculty member’s degree is a bachelor’s degree, a graduate degree and teaching graduate-level courses, or master’s or terminal degree is not in the teaching discipline, list all courses meeting SACSCOC requirements in the table below and complete the “Other Rationale” section (see <https://webservices.ulm.edu/forms/get-form/337>). Highlight, in yellow, each course listed below on copy of transcript:

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| --- | --- | --- | --- | --- |
| **Subj Code** | **Course #** | **CR** | **U or G** | **Course Title** |
|       |       |       |       |       |
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| **Number of graduate hours completed in subject area:** |       |
| **Years of instruction in the subject area to be taught** *(attach CV)***:** |       |
| **Years of professional experience in the subject area to be taught** *(attach CV)***:** |       |

**Honors/Awards in the subject area to be taught** *(attach additional page[s], if necessary)***:**

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|       |

**Other rationale** *(attach copies of documents referenced, such as certifications, licensures, letters from employers, or other documents of demonstrated competencies and achievements)***:**

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**Approvals:**

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|  |  |  |
| School Director |  | Date |
|  |  |  |
| Dean |  | Date |
|  |  |  |
| Provost and Vice President for Academic Affairs  |  | Date |