



	Master's degree with a concentration (at least 18 graduate semester credit hours) in the teaching discipline.
Baccalaureate Course Work	a) Doctorate or master's degree in the teaching discipline OR b) Master's degree with a concentration (at least 18 graduate semester credit hours) in the teaching discipline.
	a) Earned doctorate in the teaching discipline or related field.

**SACS FACULTY CREDENTIALS COMPLIANCE
JUSTIFICATION AND DOCUMENTATION FORM**

Faculty Member's Name: _____

Status/Rank/Title: _____

Department/College: _____

Expected Discipline Area of Teaching: _____

Expected Course Assignments or Level of Instruction: _____

Reason for Exceptional Justification

- _____ Exceptional Professional Experience
- _____ Professional Licensure or Certifications
- _____ Exceptional Recognition of Exemplary Teaching or Other Accomplishments
- _____ Exceptional Scholarship or Service Related to Teaching Assignment

Justification:

Describe the exceptional experiences that qualify this person to teach in the discipline they will be assigned without having the required academic credentials.

Documentation:

In addition to what may be listed on the curriculum vitae, list the independent evidence that is included to document the exceptional experiences described above? (copies of evidence must be included with this justification form).

APPROVALS & ENDORSEMENTS FOR GRANTING THIS EXCEPTION

Department Chair: _____ Date: _____

Dean: _____ Date: _____

VP for Research / Graduate Dean (If Teaching Assignment is Teaching Graduate Courses and/or for Graduate Teaching Assistants)

_____ Date: _____

Provost/VPAA: _____ Date: _____