



	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: \_\_\_\_\_