**ACADEMIC QUALIFICATIONS**

PROMOTION DOCUMENTATION

List all post-high school education

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Year | Institution | Major | Degree | Sem. Hrs.Teach Fld. | Sem. Hrs.Elective | TotalSem. Hrs. | Note |
|  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |

Make separate entries for each degree if more than one degree was received at that institution.

If enrolled in an institution where no degree was earned, indicate the major field of study and leave the degree column blank.

Attach copies of graduate/undergraduate level transcripts and circle all courses being counted towards the required credit hours in the faculty member’s field.

Teaching curriculum: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 AA/AS, AAS, Certificate/Diploma

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 Immediate Supervisor’s Signature Date

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

 Faculty Member’s Signature Date