

EQUIVALENCY FORM

COMPLETE ONLY IF YOU DO NOT MEET MINIMUM QUALIFICATIONS LISTED FOR POSITION.

The information requested below is required of all candidates **NOT HOLDING THE STATED MINIMUM QUALIFICATIONS** who are seeking consideration on the basis of **EQUIVALENCY**. Candidates making application under the equivalency basis shall complete this supplemental form, as well as submit any additional materials, which support their equivalency claim.

1. List all academic preparation that you wish to be considered to determine equivalency. Please be specific regarding the institution, course title, unit value of coursework (graduate, upper division, etc.) and to which degree(s) it is equivalent. **Transcripts must be attached.** Course descriptions should be attached if available.

2. List all relevant professional/work experience (teaching and non-teaching) that should be considered to determine equivalency. Please give details including dates, places, job titles, and duties performed.

3. List any other relevant accomplishments that should be considered to determine equivalency. (This could include, but would not be limited to: research publications, seminars, professional performances/exhibitions, honors, awards, etc.)

4. List specialized skills, knowledge, and abilities that should be considered to determine equivalency.
