EQUIVALENCY INITIATION SHEET / EQUIVALENCY COMMITTEE / ACADEMIC SENATE

Sequoias Community College District/Administrative Procedure/Board Policy 7211,

Revised May 2024

Hiring committees/division chairs: Please fill out this form with the name of the applicant, the discipline, equivalency method, and signatures of faculty, and submit it to HR to begin the Equivalency process.

Human Resources: Upon receipt of this form and Equivalency paperwork from the applicant, please initiate the Equivalency Process with the Equivalency Chair.

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| --- | --- |
| Name  | Click or tap here to enter text. |
| Discipline  | Click or tap here to enter text. |
| Applicant’s Documentation/Evidence  Attached  | Choose equivalency method:  Coursework  Eminence  Attach all documents necessary to determine equivalency as outlined in the Equivalency for Disciplines Requiring/Not Requiring a Master’s Degree packets (as applicable). |

SIGNATURES OF DIVISION FACULTY SUPPORTING EQUIVALENCY

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| --- | --- | --- |
| Division/Hiring Committee Chair  | Click or tap here to enter text. | Date:Click or tap here to enter text. |
| Division Faculty  | Click or tap here to enter text. | Date:Click or tap here to enter text. |
| Division Faculty  | Click or tap here to enter text. | Date:Click or tap here to enter text. |

If applicant is claiming eminence, a statement of written justification signed by three faculty members in support of candidate’s claim for eminence must be attached.