

<b>Name:</b>	
<b>Position Applied For:</b>	
<b>Date:</b>	

## EQUIVALENCY WORKSHEET FOR POSITIONS REQUIRING A MASTER'S DEGREE

This applies to disciplines listed under category (1) "Disciplines requiring a Master's degree" in the "Minimum Qualifications for Faculty and Administrators in California Community Colleges" guide which is available on our website. Please refer to the job announcement for the position you are applying for to determine which, if any, equivalencies are accepted for that position.

Please check the Equivalency Option 1 box below if you are requesting to be considered for this position. Please provide detailed information and supporting documents.

**Please submit course descriptions when possible to help determine equivalency.**

**Equivalency Option 1** – You must submit a transcript documenting successful completion of any Master's degree from an accredited institution of higher education AND transcripts documenting successful completion of 24 units in the discipline at the upper division and graduate level, a minimum of which must be 12 graduate level semester units. **If you checked this option, complete Section A below.**

**\*\*Please remember to submit transcripts to support the equivalency\*\***

### **SECTION A**

List conferred Master's degree and the 24 semester units in the discipline at the upper division and graduate level, specify which 12 or more units are graduate level semester units.

Master's Program Completed	Institution

