

|                              |  |                 |
|------------------------------|--|-----------------|
| Policy Source: Gwinnett Tech | Owner: Vice President of Human Resources | Effective: 2018 |
| Division: Human Resources    | Reviewed: 3/2019<br>Revised:             |                 |

#### **4.1.13F GT Faculty Credential Approval Form**

# Faculty Credential Approval

## Employee Information

|                 |                                    |                                  |                               |                             |
|-----------------|------------------------------------|----------------------------------|-------------------------------|-----------------------------|
| <b>Name</b>     | Click here to enter text.          |                                  | <b>Division</b>               | Click here to enter text.   |
| <b>Position</b> | Full Time <input type="checkbox"/> | Adjunct <input type="checkbox"/> | <b>Date</b>                   | Click here to enter a date. |
| <b>Title</b>    | Click here to enter text.          |                                  | <b>Course(s) to be taught</b> | Click here to enter text.   |

## Documentation

Yes      No      N/A

**Application**

**Resume**

**Employment Verification**

**Transcripts (attach copies)**

| Type of Degree/Diploma    | Major                     | Granting Institution      | Date Earned                 |
|---------------------------|---------------------------|---------------------------|-----------------------------|
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter a date. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter a date. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter a date. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter a date. |

Additional Academic Hours: Click here to enter text.

## Certification/Licensure

| Title                     | Granting Agency           | Date of Issue (M/D/Y)       | Date of Expiration (M/D/Y)  |
|---------------------------|---------------------------|-----------------------------|-----------------------------|
| Click here to enter text. | Click here to enter text. | Click here to enter a date. | Click here to enter a date. |
| Click here to enter text. | Click here to enter text. | Click here to enter a date. | Click here to enter a date. |

## Justification Form

## Verification of Review

Approved –  
In Full Compliance      Not in Compliance      Signature

Division Dean           

Vice President of Academic Affairs           

## Evaluation

### ADDITIONAL COMMENTS

Click here to enter text.