

Policy Source: Gwinnett Tech	Owner: Vice President of Academic Affairs	Effective: 6/2018
Division: Academic Affairs	Reviewed: 6/2018, 5/2019, 12/2020 Revised:	

5.5.18F GT Faculty Credential Approval Form

Faculty Credential Approval

Employee Information

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

Documentation

	Yes	No	N/A
Application	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resume	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Employment Verification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transcripts (<i>attach copies</i>)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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	<input type="checkbox"/>	<input type="checkbox"/>
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Vice President of Academic Affairs	<input type="checkbox"/>	<input type="checkbox"/>
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Evaluation

ADDITIONAL COMMENTS

Click here to enter text.
