



## Faculty Qualification Documentation Form

Date _____
Minimum Faculty Qualifications for teaching _____ <i>(subject matter)</i>
Faculty member _____ CIHS School District _____

**DIRECTIONS – Document your faculty qualifications by choosing the option that best matches your credential level.**

**Option 1:**

Degree <i>(M.A., M.S., etc.)</i>	Master’s degree in the field in which you teach. <i>(English, Mathematics, etc.)</i>	Official Transcripts on File at UMC

**Option 2 (compliance by 2022):**

Degree <i>(M.A., M.S., etc.)</i>	Master’s degree <i>not</i> in the field in which you teach. <i>(Educational Leadership, Curriculum &amp; Instruction, etc.)</i>			Official Transcripts on File at UMC	
Graduate credits in the field in which you teach (will need 18): <i>(English, English, Speech, etc.)</i>					
Subject	Credits	Official Transcripts on File at UMC	Subject	Credits	Official Transcripts on File at UMC
Observations & Feedback:					

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**Option 3 (compliance by 2022):**

Degree <i>(B.A., B.S., etc.)</i>	Bachelor's degree				Official Transcripts on File at UMC	
Subject of Current Credit Earned	Credits	Official Transcripts on File	Subject of Current Credit Earned	Credits	Official Transcripts on File	
<p>Observations &amp; Feedback:</p>						

Sign \_\_\_\_\_ Date \_\_\_\_\_  
*CIHS Faculty*

Sign \_\_\_\_\_ Date \_\_\_\_\_  
*High School Principal*

Sign \_\_\_\_\_ Date \_\_\_\_\_  
*CIHS Coordinator*

Sign \_\_\_\_\_ Date \_\_\_\_\_  
*Liberal Arts and Education Department Head*