



Cuyahoga Community College  
**FACULTY CREDENTIAL APPEAL FORM**

Name:

S #:

Date:

SUBJECT CODE in which you are appealing an initial denial:

List any specific courses within the discipline above (if applicable):

Please indicate below the basis for your appeal (check one).

I have a master's degree (or higher) in the subject

I have a master's degree (or higher) and at least 18 graduate credit hours in the subject

Exception based on tested experience

Supporting Documentation

Please list below the documentation you are providing as evidence you meet the College procedure for minimally qualified faculty.

I have a master's degree (or higher) in the subject area. An official copy of my transcript is on file in the Human Resources Office of Tri-C for consideration. (If needed, please arrange for your degree granting institution to send an official copy of your transcript to the Office of Human Resources, c/o Stephanie Bockmuller at Cuyahoga Community College 2500 East 22<sup>nd</sup> Street, Cleveland Ohio 44115).

Name of degree:

Date earned:

Institution name:

I have a master's degree (or higher) and at least 18 graduate hours in the subject. An official copy of my transcript is on file in the Human Resources Office of Tri-C for consideration. (If needed, please arrange for your degree granting institution to send an official copy of your transcript to the Office of Human Resources, c/o Stephanie Bockmuller at Cuyahoga Community College 2500 East 22<sup>nd</sup> Street, Cleveland Ohio 44115).

Name of degree:  
Institution name:

Date earned:

Please list the specific courses that equate to 18 graduate hours:

Course Code and Number	Credit Hours
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	

I am qualified based on a Tested Experience Exception. I have at least five years of professional work experience in an area related to this subject and/or I hold licensure or other credentials, and/or I have been recognized as an expert in this field through awards, publications, etc. Please attach a current CV/Resume and highlight specific areas applicable to this exception below.

Attach pages as necessary and please send the completed form and appropriate documentation to:

Provost Office  
District Administrative Services  
700 Carnegie Avenue  
Cleveland, OH 44115