COLLEGE OF THE SISKIYOUS

Siskiyou Joint Community College District
Supplemental Application for Equivalency Determination
Equivalencies NOT Requiring A Master's Degree

For the position of: _____

Applicant's name:_____

Instructions:
The information requested below is required of all candidates not holding the stated minimum qualifications, who are seeking consideration for equivalency. The criteria for establishing equivalency are listed below.

A candidate for equivalency must submit the following materials in order for their application to be considered for equivalency:

a. Equivalency Application
b. Equivalency Matrix
c. Supporting Unofficial Transcripts and/or Professional Certification
d. Professional Work Experience Relevant to the Discipline

Equivalency Criteria:
Equivalency to an academic degree shall include the same depth of knowledge in the discipline and breadth of general education that is required for the degree to meet the minimum qualifications. Equivalent preparation for employment shall be considered under any one category or combination of the categories listed below:

a. Degree in related field with equivalent course work in the discipline as indicated by academic transcript(s)
b. Equivalent degrees from foreign universities. (U.S. evaluation and translation **must** be included)
c. Course work at a regionally accredited institution of higher education and/or equivalent professional or work experience and/or equivalent verifiable accomplishments in the discipline including, but not limited to: research, seminars, publications, creative works, honors or awards

Please complete:

1. Describe academic preparation that should be considered to determine equivalency by completing this application and accompanying Equivalency Matrix. Please be specific regarding the institution, course titles, unit value, level of course work (graduate, upper division, etc.) and to which degree(s) it is equivalent. All transcripts relevant to the Equivalency Matrix must be provided (They can be unofficial transcripts; upon hiring official transcripts will be required).

   It is recommended when filling out the Equivalency Matrix to choose a California State University (CSU) or California Community College (CCC) to show how the courses you have taken meet the requirements for either a bachelor's or an associate's degree in the designated area. Claims of equivalency must include how both general education and specialization are met.

   Importantly, the gray-shaded rows indicate course requirements to fulfill a degree. In the non-shaded rows, the candidate indicates the equivalent courses they have taken that meet the requirements.

Required Course vs. Equivalent Course	Institution	Course Title	Unit Value	Level of Course Work	Degree
Required Course					
Equivalent					
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2. List all relevant professional/work, accomplishments, skills, knowledge, and abilities that should be considered to determine equivalency. Please give a detailed description of the duties performed.

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3. List relevant memberships, internships, licensure, certifications and/or organizational activities that should be considered to determine equivalency. Please provide copies of professional credentials, certificates, and/or licenses.

I certify that to the best of my knowledge the foregoing statements are complete, true and correct. If employed, I understand that I may be subject to dismissal if they are found to be untrue or incorrect.

Signature: _____ Date_____