

## **Equivalence to Minimum Qualifications**

### Equivalency Review Team Checklist

#### **A. Equivalence to Academic Degree**

Formal Education Equivalent to the Master's Degree:

*Master's degree in a related discipline as identified in the BOG Disciplines List or approved by the Equivalency Review Team, including 15 semester units of graduate and upper division course work within the discipline specified in the job announcement, at least 12 of which must be at the graduate level.*

~OR~

*Bachelor's degree in the discipline of hire or a related discipline as identified in the BOG Discipline's List or approved by the Equivalency Review Team, plus 30 additional semester units of upper division or graduate course work in the discipline specified in the job announcement, 12 of which are at the graduate level and the remainder at the upper division level or higher.*

Formal Education Equivalent to the Bachelor's Degree:

*At least 120 semester units, including 18 semester units representing a diversity of courses generally accepted as general education and, for disciplines that require a master's degree, 30 units in the discipline specified by the job announcement, of which 24 are upper-division or graduate units.*

Formal Education Equivalent to the Associate's Degree:

*At least 60 semester units, including 18 semester units representing a diversity of courses generally accepted as general education.*

#### **B. Equivalence to Work Experience**

Mastery of the skills of the vocation thorough enough to teach the courses assigned to the discipline.

~AND~

Extensive and diverse knowledge of the working environment of the vocation.

*A candidate must present conclusive evidence of fulfilling all criteria above to be considered to possess the equivalent of the experience in question.*

#### **C. Standards of Evidence**

It is the candidate's responsibility to request equivalency at the time s/he submits the application and to provide conclusive evidence that they possess qualifications at least equivalent to those required. The conclusive evidence must be as clear and reliable as college transcripts submitted by other candidates.

Conclusive evidence for general education, major, or experience requirements shall be one or more of the following:

Transcript(s) demonstrating that the applicant successfully completed appropriate courses at a regionally accredited college or equivalent foreign institution whose accredited status is recognized by the district.

Publications demonstrating the applicant's command of the major in question, his/her general education, or his/her writing skill.

Other products that show the applicant's command of the major or occupation in question.

Skills demonstration or verifiable evidence of the applicant's professional performance, professional and/or public recognition, professional presentations, computer software development or applications, or related training.

Verification of the applicant's employment history for professional or occupational work experience.

Does not meet equivalency.

Notes and Comments: