



## Using Tested Experience as a Basis for Determining Qualified Faculty

The City Colleges of Chicago (CCC) Credential Guidelines document lists the credentials necessary for the teaching of all academic disciplines at the City Colleges of Chicago.

In instances where an instructor's academic preparation varies from the traditional credentialing criteria but the instructor possesses relevant qualifications or experience to the teaching assignment based on industry or specialized accreditation standards and contributes to effective teaching and student learning outcomes, a request for an exception may be submitted. Qualifications to be considered may include:

- On the job training in the industry or field
- Certification and licensure by a recognized certifying or licensing state, industry, or national agency
- Professional and work experience in the industry or field

The faculty member listed below has been credentialed to teach in their specified field as attested to by the Vice President of the College. Please see the attached documentation.

**Faculty Name:** \_\_\_\_\_

**Teaching Field:** \_\_\_\_\_

**Faculty ID Number:** \_\_\_\_\_

**Rationale:**

### Approvals

**College Vice President:** \_\_\_\_\_ **Date:** \_\_\_\_\_