

**Justification of Qualifications to Support Consideration of Faculty Salary  
Increment Request in Lieu of Highest Earned Degree  
Non-related to Teaching Discipline  
(Per Board Policy B6.12.2.2)**

Faculty Name: \_\_\_\_\_ Colleague ID#: \_\_\_\_\_

Department/Discipline: \_\_\_\_\_ Status:  Full Time  Part Time

Attach additional pages, if necessary, for justification and explain or interpret how the qualifications relate to the course(s) that the faculty member is teaching.	
Course Assignments:	D - Developmental N - Non-Transfer T - Transfer
Academic Degrees/Certificates (Major/Field of Study):	
Work-related Experience Other Than Teaching (if applicable):	
Current Licensures/Certifications (if applicable):	
Additional Justification (if applicable): How does your degree relate directly to the course(s) that you are assigned to teach?	

I am requesting consideration for a salary increment to \_\_\_\_\_ degree level based on the justification and supporting documentation that I have provided for review.

\_\_\_\_\_  
Faculty Member

\_\_\_\_\_  
Date

**Approved by:**

\_\_\_\_\_  
Department Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Division Dean

\_\_\_\_\_  
Date

\* \* \* \* \*

Salary Increment Effective Date: \_\_\_\_\_

\_\_\_\_\_  
Provost/Vice President for Academic Affairs

\_\_\_\_\_  
Date