

The University of Texas at Dallas  
 Qualifications for Instructional Personnel

Appointee's Name: \_\_\_\_\_

UTD Net ID: \_\_\_\_\_

Academic Discipline of Teaching Assignments/Courses: \_\_\_\_\_

Appointee's Classification:     Tenure System Faculty                       Non-Tenure System Faculty  
     Teaching Assistant/Associate                       Other  
 Appointee's Status:                       Full-Time UTD             Part-time UTD             Other Affiliation

**Academic Credentials**

Earned Degree	Academic Discipline	Awarding Institution	Degree Date	Terminal Degree	Transcript On File
				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Justification if the degree is not a terminal degree in the specific Academic Discipline of the assignment.** [Include relevant publications, research, professional licensure or certification (with current copies attached), honors and awards, evidence of relevant work experiences in a related field, or number of completed hours in a relevant doctoral program. Attach documents as necessary. CVs and Personal CVs should be updated annually.]

Appointee has relevant creative productivity/professional achievement:                       Yes                       No

Appointee has current professional licensure or certification:     Yes                       No

Appointee has relevant work experience in the disciplinary field:     Yes                       No

Appointee has other justifying credentials (please document)     Yes                       No

**Certification and Approval**

Recommendation/Date	Confirmation/Date	Credentialing Review/Date
Program/Department Head/Associate Dean	College/School Official	Academic Affairs Office