

**JUSTIFICATION FOR THE EMPLOYMENT OF A CANDIDATE WITH
EXPERIENCE/EXPERTISE IN LIEU OF DEGREE REQUIREMENTS**

Name of Prospective Employee: _____

Posting No.: _____

The above-named prospective employee does not possess the formal education specified in the minimum educational qualifications for the position posted.

The following is a description of the experience/expertise, verified and accepted by the hiring unit and justifies the hiring of this applicant.

Experience/Expertise

***Must attach resume. If appropriate, attach and support documentation to the above Justification such as transcript, certification, diploma.

Signature of Chair/Coordinator/Unit Head: _____

Date: _____

Signature of Dean or Director: _____

Date: _____

Signature of Vice Chancellor: _____

Date: _____

DO NOT WRITE BELOW THIS LINE

This Justification is valid for:

☐

This time only

☐

Indefinitely, with the following restrictions

☐

Indefinitely, with no restrictions

RESTRICTIONS: _____

EOA Staff Signature: _____

Print