

Faculty Course Credentialing Form Paperwork Checklist

Office of the Provost and Vice President for Academic Affairs

Office Contact: Nalleli G. Lopez

Phone #: 326-2240

Faculty Member's Name: _____

Department: _____

Teaching Term:

- Fall _____ Wintermester _____ Spring _____ Maymester _____
 Summer _____

Attachments enclosed:

- Credentialing Form
- Offer Letter
- Service Contract (**university employed**)
- CV (**only if update required**)
- Transcripts (**new or updated only**)
- New Certifications **Related** to the Course

Comments:
