JUSTIFICATION FOR AN EXCEPTION TO THE USF CRITERIA FOR MINIMUM ACADEMIC PREPARATION IN THE TEACHING DISCIPLINE

Dean __________________ :

On behalf of the individual named below, the Department of __________________ requests that an exception be made to the criteria established by the University of South Florida for academic preparation in the teaching discipline. Specifically, an exception is requested to the requirement that a faculty member must hold a master’s degree with a major in the teaching discipline, or hold at least a master’s degree and have completed at least 18 graduate semester hours in the teaching discipline.

Included with this request is documentation demonstrating other demonstrated competencies and achievements that will contribute to effective teaching and student learning outcomes.

Faculty Member: ___________________________________________

Course to be Taught: ________________________________________

Term: ____________________________________________________

Campus: _________________________________________________

____________________________________   __________________
Department Chair or Designee               Date

____________________________________   __________________
Dean of the College or Designee            Date

When all signatures have been collected, a copy of this form must be returned to the department to be filed.