Wichita State University Documentation of Faculty Credentials for Lecturers
(Adjunct Faculty appointed through ePAF)

This form documents that lecturers meet HLC qualifications for teaching. This form must be completed for all lecturers listed as instructors of record. *The academic department is responsible for completing and submitting this form to Academic Affairs, Box 13.*

Section 1: Employee Name: _____ _____ _____
Last First Middle Initial

myWSU ID: _____

College: _____ Department: _____

Section 2: Earned Degree Information

Earned Degree (Highest First)	Discipline	Institution	Year Degree Received

Choose one code (by letter) from list below that matches the highest credential listed above and insert here.

_____ (SHRPED code for PPRSKIL education attainment):
(A) Not Indicated (B) Less Than High School Graduate (C) High School Graduate or Equivalent
(D) Technical School (E) One Year College (F) Two Years College (G) Two Year College Degree
(H) Three Years College (I) Four Years College (J) Bachelor's Degree (K) Some Graduate School
(L) Master's Degree (M) Doctorate Degree (N) Post Doctorate

Section 3: Course number(s) and course(s) to be taught (e.g., CHEM 211, General Chemistry I):

_____

_____

_____

Section 4: Basis for Qualification, select ☐ Graduate degree (Masters or PhD) in discipline or related field.

Or

☐ **No graduate degree* but has additional qualifications. Indicate the most relevant qualification by ***number and attach a CV***
(1) Professional licensure or certification
(2) Related work experience
(3) Specialized Training
(4) Research and publications
(5) Honor, awards, or special recognition
(6) Documented teaching excellence in discipline
(7) Other

***Justification Narrative: To be completed by the Department Chair, if no Masters or PhD:**

_____

_____

_____

Signatures:
Department Chair: _____ Date: _____

Entered by AA Faculty Records: _____ Date: _____

(Form date: 12/14/22)