



**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT  
FACULTY MINIMUM QUALIFICATIONS UNDER EQUIVALENCY PROCESS  
CHECKLIST AND COVERSHEET FOR ACADEMIC DISCIPLINES ONLY.**

APPLICANT NAME \_\_\_\_\_ DISCIPLINE \_\_\_\_\_

☐ **COMPLETED CHECKLIST AND COVERSHEET FOR ACADEMIC DISCIPLINES**

☐ **COMPLETED EQUIVALENCY FORMS FROM THE VVC WEBSITE**

☐ **STATEMENT OF INTRODUCTION & EQUIVALENCY BEING REQUESTED**

This is your opportunity to tell the Equivalency Committee which discipline you are requesting equivalency for and why you feel your request should be approved.

☐ **COMPLETED VVC DISTRICT NEOGOV APPLICATION**

Please see our website for application instructions.

☐ **LIST OF MINIMUM QUALIFICATIONS OF THE DISCIPLINE IN WHICH YOU ARE REQUESTING EQUIVALENCY AS LISTED BY THE CCCCCO.**

The link for the MQ handbook can be found here: [Minimum Qualifications | California Community Colleges Chancellor's Office \(cccco.edu\)](http://MinimumQualifications|CaliforniaCommunityCollegesChancellor'sOffice(cccco.edu))

☐ **A COPY OF ANY AND ALL TRANSCRIPTS YOU ARE USING IN ORDER TO QUALIFY YOUR REQUEST FOR EQUIVALENCY.**

It is important to note that many of the disciplines the 'Handbook for Minimum Qualifications for Faculty and Administrators in California Community Colleges' utilize both graduate and undergraduate degrees to establish qualifications.

☐ **A COMPLETED COURSEWORK COMPARISON CHART.**

Please see example and template in instructions.