

Mt. San Jacinto College District Petition for Equivalence

This form must be completed by each applicant who does not meet the minimum qualifications specified in the job announcement but who is requesting employment consideration based on an assertion of equivalence. To clarify: “Equivalency to the minimum qualifications means equal to the minimum qualifications, not nearly equal” (Chancellor’s office: Minimum Qualifications Handbook).

It is the responsibility of the applicant to supply all evidence and documentation for the claim of equivalency at the time of application. This form must be attached to the standard MSJC application (online job board) as required and specified in the job posting announcement.

Applicant Name:

Position/Discipline:

List all credentials/degrees that you hold and attach to your application:

Indicate the basis on which you are petitioning for equivalence:

Degree Equivalence: Possession of a degree(s) with similar content to those listed in the job announcement, transcripts required.

Professional Achievement/Eminence Equivalence: Outstanding professional achievement, professional experience or substantial training in the field specified in the job announcement. Preparation, experience, and ability must be equivalent to those expected from a candidate who meets minimum qualifications. For non-Masters disciplines/fields (i.e. Career Technical Education), this lettered list may not apply; please reference instead the most current Minimum Qualifications Handbook for CCC.

To meet the eminence requirement, the applicant must submit four of the following forms of documentation evidencing an extraordinary ability worthy of distinction, such as (and not in any particular order of importance):

- a) Publications in peer-reviewed journals or texts;
- b) Conference presentations, symposiums, panel discussions and the like;
- c) Proof of authorship of original works of art, choreography, and/or direction of produced performance pieces in venues/galleries/screenings/festivals of note;
- d) References from former employers, professional colleagues and other experts in the field, relating to the individual's recognized expertise, position of prominence within the specific field or cultural salience;
- e) Written advisory opinions from a peer group, national or international organization representing the field;
- f) Evidence of a major, nationally or internationally recognized award. These awards should be of the type recognizing uncommon achievement in and advancement of a particular field of endeavor;
- g) Substantial portfolio including reviews, articles and promotions from established, recognized press organizations and media outlets;
- h) List of other professional accomplishments not noted above.

Please provide a brief description of why you believe you meet the criteria for equivalency:

Applicant Signature/Date: