



**ASSOCIATE'S DEGREE EQUIVALENCY -
Supplemental for Classified Position Application Requiring Degree**

Submit this form only when applying for a classified position requiring an Associate's degree when this degree has not yet been attained by you. Years of related work experience used to meet the Associate's Degree equivalency cannot be the same years used to meet the work experience requirement for the position.

Applicant's Name:	
Classified Position Title:	

I believe that I possess the equivalency of an Associate's Degree in the area to which assigned for the reasons checked below (check only ONE):

<input type="checkbox"/>	<p>1) I possess the equivalent experience in the area to which applying as follows:</p> <p>a) <u>Education</u>: Some or no college units in the area or closely related area to which applying.</p> <p>b) <u>Experience</u>: Four (4) years full-time increasingly responsible occupational experience commensurate in breadth and depth of difficulty and responsibility with the position to which applied.</p>
<input type="checkbox"/>	<p>2) I possess one year of college coursework from a U.S. accredited institution and the equivalent experience as follows:</p> <p>a) <u>Education</u>: 30 college course units in the area or closely related area to which applying (Copy of transcript(s) must be attached.)</p> <p>b) <u>Experience</u>: Two (2) years of full-time increasingly responsible occupational experience commensurate in breadth and depth of difficulty and responsibility with the position to which applied which is considered equivalent to one (1) year of college course work beyond the 30-unit measure.</p>

EVIDENCE

The candidate is responsible for supplying all college transcripts as well as documentation for related occupational experience. Although unofficial transcripts may be submitted for application purposes, official transcripts will be required at time of employment. A candidate who does not present conclusive evidence in regard to the above will not be deemed equivalent.

The candidate must attach to this form documentation including dates worked, position, brief description of duties, employer, address and telephone number, such as the Classified Application, resume, or other documentation.

Applicant Signature	
Date	