



CREDITABLE EXPERIENCE

NAME: _____ RANK: _____

TOTAL CREDITABLE YEARS: _____ SALARY GRID PLACEMENT: \$ _____

COLLEGIATE EXPERIENCE [at a regionally accredited 4-year college or university] (1 year of experience = 1 year of credit) Please provide information regarding service in collegiate-level teaching, counseling, librarianships, academic research, paid post-doctoral research, and academic administration (all exclusive of graduate assistantships, instructorships, etc.)

Position/Type of Experience	Employer	% of Full Time	Begin/End Dates	Total	Creditable Total
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

COMMUNITY/TECHNICAL COLLEGE EXPERIENCE (1 year of experience = .75 years of credit) Please provide information regarding experience at a non-baccalaureate granting community or technical college

Position/Type of Experience	Employer	% of Full Time	Begin/End Dates	Total	Creditable Total
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

MILITARY EXPERIENCE [conscripted from state university employment only] (1 year of experience = 1 year of credit)

Position/Type of Experience	Employer	% of Full Time	Begin/End Dates	Total	Creditable Total
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

ELEMENTARY AND SECONDARY EXPERIENCE [K-12 experience which relates directly to or of significant value to a faculty member's current assignment] (2 years of experience = 1 year of credit)

Position/Type of Experience	Employer	% of Full Time	Begin/End Dates	Total	Creditable Total
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

BUSINESS, INDUSTRY, MILITARY (NON-CONSCRIPTED), GOVERNMENT EXPERIENCE

[academically related teaching, research, or professional work] (2 years of experience = 1 year of credit)

Position/Type of Experience	Employer	% of Full Time	Begin/End Dates	Total	Creditable Total
-----------------------------	----------	----------------	-----------------	-------	------------------

_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

OTHER EXPERIENCE, SUCH AS CREATIVE ABILITY, PERFORMANCE, OR SPECIALIZED SKILLS RELEVANT TO CURRENT ASSIGNMENT (2 years of experience = 1 year of credit)

Position/Type of Experience	Employer	% of Full Time	Begin/End Dates	Total	Creditable Total
-----------------------------	----------	----------------	-----------------	-------	------------------

_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

EDUCATION

Degree	Date	Institution	Field
--------	------	-------------	-------

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

CHECK HERE IF ABOVE DEGREE IS CONSIDERED TERMINAL FOR THIS POSITION

***EMPLOYMENT IS CONTINGENT UPON THE RECEIPT OF YOUR OFFICIAL TRANSCRIPTS IN THE MSUM HUMAN RESOURCES OFFICE BY THE DATE EMPLOYMENT BEGINS.**

Market Factor: Yes _____ No _____

If yes, please document (e.g. CUPA, MnSCU State Universities, etc.):

Dean's Signature: _____ Date: _____

Verification: _____ Date: _____
Name and Title

Employee Signature: _____ Date: _____

If you have any questions, please contact your immediate supervisor (dean, director, vice president).