

TOTAL UNITS					___ = Total number of units related to discipline

{Note to candidate: If you'd like, you can add any other information here about your education and/or experience that you would like the committee to know about, but it's not required.}

Thank you for considering my request for equivalency. Please contact me should you need any additional information or clarification.

Respectfully,
 Name
 Email Address
 Phone Number

For Department Chair (and Discipline Expert if applicable)			
I have reviewed the candidate's list of courses and indicated whether each course is discipline related or not.			
Comments (optional) or can also attach a separate letter of support:			
Name of Department Chair:		Date:	
Signature:			
Name of Discipline Expert (if applicable):		Date:	
Signature:			