



CLASS & STEP PLACEMENT OF NEW FACULTY

Faculty Member: _____ Degrees: _____ Additional Credits: _____

Criteria

1. College Teaching Experience: Full value (Maximum of 6 years).	2. Non-College Teaching Experience: Full credit for 1 year; beyond this at half credit (Maximum of 3 years).	3. Military Experience: Credited at one half (Maximum of 2 years).	4. Work Experience: Pertinent to teaching field + Full credit for one year, amount beyond this at half credit (Maximum of five years).
Total: _____	Total: _____	Total: _____	Total: _____

5. Total Allowable Experience (Maximum of 6 years)	
	+1
6. Total Allowed on Salary Schedule (Maximum of 7)	

CLASS _____

STEP _____

(Signature of Reviewer)

(Date)