This form updates the expiration date on previously documented credentials for clinical associates, research assistants, and other non-faculty instructional staff who support instruction of courses at Florida SouthWestern State College. The completed form and renewed credentials must be shared with the Office of Accountability and Effectiveness for the credentials to be updated prior to the license or certification date of expiration.

# Section 1: Identifying Information

|  |  |  |
| --- | --- | --- |
| **Last Name** (include previous name) | First Name | **Eight-digit Banner ID** |
|  |  | @ |

# Section 2: Instructor Status

|  |  |  |
| --- | --- | --- |
| **Discipline** | **Instructor Type** | **IQF Type** |
|  | Choose an item. | Updating Expiring Credentials |

|  |  |  |
| --- | --- | --- |
| School | **Campus, Center, or Off Campus** | **Instructional Location (if off campus)** |
| School of Allied Health | Choose an item. |  |

# Section 3: Qualification Criteria

|  |
| --- |
| List credentials with updated expiration dates (new credentials require an updated IQF). |
|  |
|  |

# Section 4: Review and Approval

|  |  |
| --- | --- |
| **Director, Chair or Coordinator:** By signing this IQF, you confirm that the information is correct.  Type Name Here | **Date** |
|  |  |