



# HUMAN RESOURCES DEPARTMENT

## San Francisco Community College District

50 Frida Kahlo Way, Bungalow 702 • SAN FRANCISCO, CA 94112 • FACULTY/ADMINISTRATORS/  
CLASSIFIED: (415) 452.7660 • FAX: (415) 452.7786 • WWW.CCSF.EDU/HR

To: All Newly Hired Full-Time/Part-Time Faculty

**RE: Graduate Credits Used for Salary Calculation**

The attached salary scale has additional pay columns for those faculty members who have earned graduated credit units beyond the Bachelor’s degree minimum qualification.

Please return this form to Academic New Hire, Human Resources Department, City College of San Francisco, 50 Frida Kahlo Way, Bungalow 702, San Francisco, CA 94112.

**Please provide the information requested below:**

Institution	Degree/Units	Semester	Quarter

In order to be placed on the F+15, F+30, F+45, or F+60/G columns, please have the granting accredited institution forward the *official transcript(s) immediately* to the attention of:

Attn: Academic New Hire Human Resources  
Department City College of San Francisco  
50 Frida Kahlo Way, Bungalow 702  
San Francisco, CA 94112

You will be notified of the calculation in writing. If you have any questions, please call Stephanie Duncan at (415) 452-7665.

Thank you for your cooperation.

Faculty Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_