MEMORANDUM

| то: | Provost and Vice Chancellor for Academic | Affairs |
|-------------------------|---|---|
| FROM: | | |
| | Department Head/Chair/Dean/Director | |
| SUBJECT: | Certification of English Language Competer | ncy |
| DATE: | | |
| | | |
| This is to certify that | | , candidate for the faculty position in |
| | ent ofage to perform the duties of this position. | , has adequate competence in the |
| Signature | | |