

## **CHAPTER 6: COMPREHENSIVE SYSTEM OF PERSONNEL DEVELOPMENT**

REVISION DATES: 07/01/2021, 12/14/2018

EFFECTIVE DATES: 04/01/2022, 07/01/2019

INTENDED USER(S): All ADES/AzEIP personnel, AzEIP Service Providing Agencies including all employees, contractors, subcontractors, and volunteers.

### **6.2 Transcript Submittal Process**

6.2.1 When submitting documentation for review programs must include the following information in the body of the email:

- A. Candidate transcripts-official or unofficial with name of degree.  
Ensure transcripts are legible.
- B. Candidate resume
- C. Region and specific team candidate will join upon successful review
- D. Estimated FTE or hours candidate will work in region and team
- E. Bilingual or multilingual if applicable.