**[INSERT ON UNIVERSITY LETTERHEAD]**

**The proposed instructor should complete the information in the table and review it with the VCS Coordinator or Department Head. Submit this letter with the required instructor qualification documentation through the ABAI Portal. Electronic signatures are permitted.**

Association of Behavior Analysis International

Verified Course Sequences

550 W. Centre Ave

Portage, MI 49024

I, VCS Coordinator or Department Head Name, confirm that Instructor Name meets the VCS instructor criteria, as specified in Qualification #2.

[ ]  Possesses a minimum of a graduate degree (master’s for BCaBA VCS or doctoral for BCBA VCS) in an acceptable field of study from a qualifying institution.

And, the coursework meets the behavior analytic coursework requirements if applying for a 5th edition sequence.

[ ]  The instructor’s degree coursework covered the required content outlined in the 5th Edition Task List Course Content Allocation documents (via self-assessment):

* Please list the courses completed in each content area. Use the course abbreviation and number as listed on your transcript.

|  |  |
| --- | --- |
| **Content Area and Hours:** | **Course(s) Completed:**  |
| 45 hours in Ethics |  |
| 90 hours in Conceptual Analysis and Basic Behavior Analysis |  |
| 45 hours in Research Methods |  |
| 135 hours in Applied Behavior Analysis (courses should cover Behavior Assessment, Behavior-Change Procedures; Selecting and Implementing Interventions, and Personnel Supervision and Management) |  |

Signature Date

Title Institution