

WASHINGTON COMMUNITY SCHOOL DISTRICT SALARY AND EDUCATIONAL ADVANCEMENT FORM

“For an employee to advance from one educational lane to another, advance information of intent shall be submitted to the Superintendent of Schools by July 1 and....To meet this requirement of the Agreement, I plan to enroll and complete courses in my particular subject area for salary advancement or for an advanced degree and advancement on the Salary Schedule.”

Present Salary Schedule Placement for 20____ - 20____:

Step_____Degree Level (Circle One) BA BA+15 BA+24 MA MA+15 MA+30

Proposed Salary Placement:

Step_____Degree Level (Circle One) BA BA+15 BA+24 MA MA+15 MA+30

I. List courses already completed towards advancement for 20____ - 20____:
(transcript required)

	<u>Course Title/ Description</u>	<u>No. of Semester Hour(s) Credit</u>	<u>Institution</u>
1)			
2)			
3)			
4)			
5)			

II. Proposed courses to be completed before September, 20____:

<u>Course Title/ Description</u>	<u>No. of Semester Hour(s) Credit</u>	<u>Institution</u>
1)		
2)		
3)		
4)		
5)		

Date

Employee's Signature

Date

Superintendent's Signature