

COLLEGE CREDIT PRE-APPROVAL REQUEST
GRAND LEDGE PUBLIC SCHOOLS

5.3 SALARY SCHEDULES Letter C, of the Teacher Contract provides for college courses/continuing education units at a rate of \$100 per credit.

C. Teachers shall receive \$100 for each credit toward a Masters and/or towards an EdSpec, PhD, EDD, or terminal degree. All coursework for reimbursement must be earned after July 1, 2021 and earned while employed with the District. Credits must be applicable to current or potential teaching positions and be approved by the superintendent or a designee. Teachers can submit transcripts prior to September 1, and January 15, of each year for reimbursement.

Proof of all completed college credits need to be on file at the Central Office.

_____ 1. Pertinent to the improvement of my teaching skills or proficiency.

_____ 2. Part of requirements in a degree program within the field of education.

I am enrolled in a Master's/Doctoral degree program at _____ College/University.

My advisor is _____ Major _____ Minor _____

_____ 3. Related to an advancement in position in the logical development of an educational degree.

List Course(s) To Be Taken:

Course #	Title	Term/Semester
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Course #	Title	Term/Semester
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Signed _____ Printed Name _____

Building _____ Date _____

_____ Superintendent's Approval _____ Not Approved _____ Date

Please send this form to Human Resources at Sawdon