



# Approval for Master's Degree or MA+ Credits

Before the class begins, all courses/programs of study must be submitted to the Superintendent for **prior approval** to receive credit to move across the schedule past the BA+36 lane. All courses must be from an accredited institution at the **graduate** level.

Employee Name: \_\_\_\_\_ Date: \_\_\_\_\_

Building: \_\_\_\_\_ Grade Level/Content Area: \_\_\_\_\_

My current salary schedule placement: BA BA+12 BA+24 BA+36 MA MA+12 MA+24 MA+36

**If beginning a Master's Program:** indicate Institution and Degree Program below AND attach program of study

Institution \_\_\_\_\_ Degree Program \_\_\_\_\_

**If taking single courses for Lane Advancement beyond a Master's Degree:**

Year & Semester \_\_\_\_\_ Institution \_\_\_\_\_

Course # \_\_\_\_\_ Course Name \_\_\_\_\_ # of Credits \_\_\_\_\_

Year & Semester \_\_\_\_\_ Institution \_\_\_\_\_

Course # \_\_\_\_\_ Course Name \_\_\_\_\_ # of Credits \_\_\_\_\_

Year & Semester \_\_\_\_\_ Institution \_\_\_\_\_

Course # \_\_\_\_\_ Course Name \_\_\_\_\_ # of Credits \_\_\_\_\_

Year & Semester \_\_\_\_\_ Institution \_\_\_\_\_

Course # \_\_\_\_\_ Course Name \_\_\_\_\_ # of Credits \_\_\_\_\_

Year & Semester \_\_\_\_\_ Institution \_\_\_\_\_

Course # \_\_\_\_\_ Course Name \_\_\_\_\_ # of Credits \_\_\_\_\_

I verify that the above listed courses are being taken for graduate credit.

Teacher Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Superintendent Approval**

Superintendent Signature: \_\_\_\_\_ Date: \_\_\_\_\_