ASHFORD SCHOOL

REPORT OF CHANGE IN DEGREE

Per Article 10 of the current AEA contract, if a salary increase is anticipated due to a change in degree status, certified staff members must submit written notification to the Superintendent by February 1st.
This form will serve as official notification. Please complete this form and return to the Superintendent's Ofice.

Name: _____
(Last) (First) (M.I.)

Assignment: (Subject/Grade/Area) _____

Please be advised that I anticipate a change in degree status as noted below prior to the start of the next school year. I will submit all required documentation by the dates specified in Article 10 of the AEA collective bargaining agreement.

Please check one:

Master's Degree or Equivalent* _____ Sixth Year Cert. or Equivalent* _____

*All coursework must be in a program that has been approved in advance by the Superintendent.

_____ _____
Signature Date

OFFICE USE ONLY:

Recieved by: _____

Date: _____

Original: Personnel File
Copy: Applicant
Business Office

01/2012