

**PETITION TO ADVANCE WITHIN SALARY STRUCTURE
(This petition is due by March 1)**

To: Mr. Don Kirkegaard, Superintendent

Per the provisions of Appendix A of the Negotiated Agreement, I, _____, am requesting a review of my transcript(s) for consideration of advancing within the salary structure:

	Current Educational Differential		Requested Educational Differential
From:		To:	

By signing this document, I understand that I must provide official transcripts by the September 1 deadline.

Signature Date

Do not write below this line, for office use.

I have reviewed the transcript(s) and find that_____

is eligible to advance on the schedule to _____

Superintendent

Due to Superintendent by September 1

Teacher Name: _____

**DOCUMENTATION IN SUPPORT ADVANCING WITHIN THE SALARY STRUCTURE
(Attach official transcripts or renewal credits)**

	Name of Course	College/University	# of Semester Hours	Date Taken
1				
2				
3				
4				
5				
6				

	Name of Certificate Renewal Credit	Location	# of Credit Hours	Date Taken
1				
2				
3				
4				
5				
6				

Signature of teacher Date