

ADVANCE PLACEMENT REQUEST



PERSONAL INFORMATION

Date:

Full Name:

Building Location:

Present Level and Step:

Advance Placement Requested:

New Degree(s) - Date Received:

Type of Degree:

☐

Masters

☐

Doctorate

☐

Professional Diploma

SCHOOL ATTENDED	NAME OF COURSES	DATE TAKEN	NUMBER OF CREDITS

Employee Signature:

OFFICE USE ONLY

☐

Approved

☐

Disapproved

Associate Superintendent for
Human Resources

Date