

# KINGSLAND PUBLIC SCHOOLS

ISD No. 2137

## GRADUATE LEVEL COURSE APPROVAL REQUEST FORM

This form is to be used for obtaining pre-approval for graduate level courses that are to be used toward salary schedule advancement. It is the teacher's responsibility to seek pre-approval for any course not clearly meeting the requirements stated in the Master Agreement.

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

Present Teaching Assignment: \_\_\_\_\_

Present Salary Lane: \_\_\_\_\_

Date: \_\_\_\_\_

College/University: \_\_\_\_\_

Course No.: \_\_\_\_\_

Title of course: \_\_\_\_\_

Number of graduate credits: \_\_\_\_\_

Starting Date: \_\_\_\_\_

Course description(s):

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*Please attach supplemental information.*

Pre-Approval Signature: \_\_\_\_\_