

APPLICATION FOR GRADUATE CREDIT
Bon Homme School District #04-2

The Master Agreement requires that all college course work must contribute directly to the improvement of skills needed to perform the Certified Staff's specific duties for the district. All work must be taken at an accredited college or university. Teachers should not register for the course until this form has been returned to the teacher with course approval indicated by the Superintendent.

<hr/> TEACHER'S NAME	<hr/> DATE COURSE TO START
<hr/> COURSE TITLE	<hr/> COURSE #
<hr/> HOURS OF CREDIT	
<hr/> NAME OF INSTITUTION GRANTING CREDIT	

All courses which the Certified Staff wishes to use for advancement on the salary schedule must be approved in advance by the Superintendent. Requests for approval must be made on forms provided by the district and must be submitted prior to registration for the course. The Superintendent will act upon the requests within (5) five days of receipt. The Superintendent may approve courses that are: 1) part of an approved graduate degree program or, 2) related directly to the Certified Staff's teaching assignment or area of certification or 3) that will directly benefit the district.

OFFICE USE ONLY	
<input type="checkbox"/> APPROVED <input type="checkbox"/> NOT APPROVED FOR THE FOLLOWING REASON:	
<hr/> Superintendent/Secondary Principal	<hr/> Date