

SOCIAL SECURITY # _____

**PEORIA PUBLIC SCHOOLS
APPLICATION FOR ADVANCED STANDING ON THE SALARY SCHEDULE: CERTIFIED STAFF**

Name: _____ Bachelors + 15 Masters Masters +15

School: _____ Masters + 30 Masters + 45 Masters + 60

Date: _____ DOC/Masters + 75 Other: _____

List the courses you wish analyzed so that we may compare them with your original transcripts which must be on file with the Human Resource Department. Application for advancement on the salary schedule must be made to the Department of Human Resources no later than ten days (10) prior to the first pay date of the contract year. Movement will be awarded only at the beginning of the school year. To qualify for lane change, coursework for movement to Bachelors + 15 or Masters + 15 or beyond must have been completed subsequent to the award of the last degree.

| Course Name | Course Number | College/University | Date Completed | Grade | Semester | Hour Credit | √ |
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| MASTERS DEGREE ONLY: SCHOOL AWARDED FROM: | | | DATE DEGREE AWARDED | | | | |

Approved to move to lane: _____

Effective Date: _____

Approved By: _____