

COLUMBUS COMMUNITY SCHOOL DISTRICT

PRE-APPROVAL OF A GRADUATE PROGRAM

If you are seeking advancement on the salary schedule from the Bachelors level to the Masters level, pre-approval of the graduate program is necessary. According to our Master Contract, to advance on the salary schedule the graduate degree must be in the field in which you are currently teaching.

Complete this form and meet with the superintendent prior to beginning the program.

Employee Name: _____

Name of the Masters Program: _____

University or College: _____

Attach any brochure that you have about the program. On the back of this form, please describe how this master's degree will benefit our students.

_____ Teacher's Name	_____ Meeting Date
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Approval of Graduate Program: _____	Date: _____
Superintendent	